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BELLEVUE HOSPITAL

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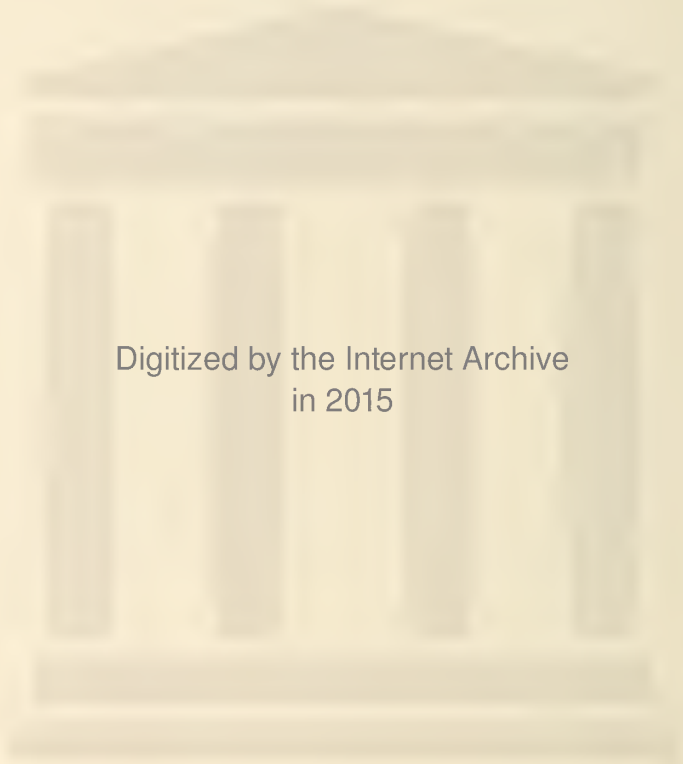
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SIXTEENTH ANNUAL REPORT

OF THE

Nursing Service

OF

Bellevue, Harlem, Fordham
& Gouverneur Hospitals

AND

SIXTY-EIGHTH ANNUAL REPORT

OF THE

BELLEVUE TRAINING SCHOOL FOR NURSES

PRESENTED TO THE
DEPARTMENT OF HOSPITALS
NEW YORK CITY

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SIXTEENTH ANNUAL REPORT

of the

Nursing Service

of

Bellevue, Harlem, Fordham & Gouverneur Hospitals

1941

BY-LAWS

of

The Schools for Nursing of Bellevue and Allied Hospitals

Adopted by the Board of Trustees at the Meeting of December
31, 1924

*See note

1. The Schools for Nursing shall be conducted at Bellevue Hospital, and at Harlem Hospital, and at Fordham Hospital, and at Gouverneur Hospital, as soon as conditions at these two latter hospitals will permit.

2. The School at each Hospital shall be under the direction and management of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees. These several schools shall be known as the Schools for Nursing of Bellevue and Allied Hospitals.

3. Appointments to the major executive and educational positions in the several schools shall be made by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees.

*Note—Subject to an amendment to the Greater New York Charter in 1928, a Department of Hospitals was created. Clause 692g, Training schools for Nurses reads in part:

"A training school for nurses heretofore established in connection with any hospital subject to the jurisdiction of the department is continued; and any contract heretofore made by the board of trustees of Bellevue and Allied hospitals for the occupation and use of any building or buildings as a training school for nurses shall be carried out according to its terms, by the department of hospitals established by this title."

4. Dismissals of those holding major executive and educational positions in the several schools shall be made by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees.

5. The conduct and management of the Schools by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals may be terminated by either party six months after notice is given to that effect.

RESOLUTION GOVERNING THE RELATIONS OF THE BOARD OF MANAGERS OF THE SCHOOLS OF NURSING WITH THE BOARD OF TRUSTEES OF BELLEVUE AND ALLIED HOSPITALS

Adopted by the Board of Trustees of Bellevue and Allied Hospitals at the Meeting December 31, 1924

Resolved, That Schools for Nursing be established by the Board of Trustees in Bellevue and Allied Hospitals, City of New York, to be known as the Schools for Nursing of Bellevue and Allied Hospitals, under the direction and control of the Board of Trustees of Bellevue and Allied Hospitals.

That the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals be composed of the present Board of Managers of the Bellevue Training School for Nurses.

That the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall consist of the thirty members of the Board of Managers of the present Bellevue Training School for Nurses.

That the members of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall be appointed for a period of six years, the terms of five to expire each year.

That the present members of the Board of Managers of the Bellevue Training School for Nurses serve the terms for which they have been appointed as Managers of the Bellevue Training School for Nurses, as members of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

That the group of five members of the Board of Managers of the Bellevue Training School for Nurses whose terms expire February 1, 1925, be filled by appointment by the Board of Trustees of Bellevue and Allied Hospitals on or before February 1, 1925, from a list of names to be submitted by the present Board of Managers of the Bellevue Training School for Nurses on or before January 15, 1925.

That vacancies that occur in the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall be filled by appointment by the Board of Trustees of Bellevue and Allied Hospitals on or before February 1st of each year, from a list of names to be submitted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, on or before January 15th of each year.

That in the event of a position in the Board of Managers becoming vacant before the expiration of the term of any member, the vacancy shall be filled by the Board of Trustees of Bellevue and Allied Hospitals from a list of names submitted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

RULES GOVERNING THE BOARD OF MANAGERS OF THE SCHOOLS FOR NURSING

Adopted by the Board of Managers of the Schools for Nursing
of Bellevue and Allied Hospitals 1925

I. MEMBERSHIP

Members shall be appointed for a period of six years, the terms of five to expire each year, as per the Resolution of the Board of Trustees, December 31, 1924, and shall serve without compensation.

II. OFFICERS AND DUTIES OF OFFICERS

The Officers, and the duties of Officers, shall be the same as those provided for in the By-laws of the Board of Managers of the Bellevue Training School for Nurses, sections V, VII, VIII, IX, X, XI.*

III. MEETINGS

The Board of Managers shall hold meetings at the Nurses' Residence on the first and third Fridays of each month, except during June, July, August, and September; and such other meetings as the President may call, or as may be called on the written request of three members of the Board. Five members shall constitute a quorum.

IV. REPORTS

The Board of Managers shall make an annual report to the Board of Trustees, and shall send the Trustees a copy of the Minutes of their regular meetings.

* See Constitution and By-laws page 67.

V. COMMITTEES

There shall be the following Committees, and such others as shall be created by the Board from time to time:

Executive Committee,
Ward Visiting Committee for Bellevue,
House Committee for Bellevue,
Committee on Personnel Work for Bellevue,
Committee on the Mills School,
Harlem Hospital Committee,
Fordham Hospital Committee,
Gouverneur Hospital Committee.

VI. AMENDMENTS

These Rules may be amended by a two-thirds vote of the members present at any regular meeting, due notice having been given in writing to all members. Any amendment to these Rules must be sent to the Board of Trustees.

BOARD OF MANAGERS

of the Nursing Service

Bellevue, Harlem, Fordham and Gouverneur Hospitals

OFFICERS — 1941

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MRS. HENRY JAMES
133 East 64th Street

Executive Vice-President

MRS. J. HOWLAND AUCHINCLOSS
66 East 79th Street

Second Vice-President

MISS LOUISE ISELIN
155 East 70th Street

Secretary

MRS. WINTHROP W. ALDRICH
15 East 78th Street

Treasurer

MRS. GEORGE S. FRANKLIN
111 East 73rd Street

Assistant Treasurer

MRS. LANSING P. REED
333 East 68th Street

BANK OF NEW YORK
Madison Avenue Branch

HONORARY MEMBER OF BOARD

MRS. WILLIAM CHURCH OSBORN

BOARD OF MANAGERS

Dates of Expiration of Terms of Office

February 1, 1942

MRS. JOHN L. LOEB
MRS. J. FOSTER DULLES

MRS. NELSON A. ROCKEFELLER
MRS. GEORGE TUCKER BISPHAM

MRS. HARRY FORSYTH

February 1, 1943

MRS. GEORGE S. FRANKLIN
MRS. ROBERT MUNROE FERGUSON

MRS. LANGBOURNE M. WILLIAMS
MRS. EDWIN H. KOEHLER

MRS. VANDERBILT WEBB

February 1, 1944

MRS. WINTHROP W. ALDRICH
MRS. HENRY JAMES

MRS. L. RANDOLPH MASON
MRS. ARCHIBALD DOUGLAS

MRS. HAROLD KURZMAN

February 1, 1945

MRS. J. HOWLAND AUCHINCLOSS
MRS. BLAINE BEALE

MRS. JOHN D. KENNEDY
MRS. LEWIS S. MORRIS

MRS. JOSE FERRER

February 1, 1946

MRS. JOHN J. MCCLOY
MISS BLANCHE POTTER

MRS. JOHN W. AUCHINCLOSS
MRS. LANSING P. REED

MRS. CHARLES BURLINGHAM

February 1, 1947

MRS. ARTHUR A. BALLANTINE
MRS. N. PENROSE HALLOWELL

MISS LOUISE M. ISELIN
MISS FRANKLIN C. HOYT

MRS. RICHARD EMMET

HONORARY MEMBERS OF THE SOCIETY

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 MRS. GEORGE B. MCCLELLAN
 MRS. C. GRANT LAFARGE
 MRS. JOHN A. HARTWELL
 MRS. WILLIAM S. RAINSFORD

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 MRS. J. HOWLAND AUCHINCLOSS..... *Executive Vice-President*
 MISS LOUISE M. ISELIN..... *Second Vice-President*
 MRS. GEORGE S. FRANKLIN..... *Treasurer*
 MRS. WINTHROP W. ALDRICH..... *Secretary*
 MRS. LANSING P. REED..... *Assistant Treasurer*
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 MRS. BLAINE BEALE..... *Chairman—Gouverneur Auxiliary*
 MISS BLANCHE POTTER..... *Chairman—Bellevue Committee on Nursing*
 MRS. J. FOSTER DULLES..... *Chairman—House Committee*
 MRS. HARRY FORSYTH..... *Chairman—Social Welfare Committee*
 MRS. GEORGE TUCKER BISPHAM..... *Chairman—Volunteers*
 MRS. LEWIS S. MORRIS..... *Chairman—Mills School Committee*
 MRS. JOSE M. FERRER..... *Chairman—Registry Committee*
 MRS. RANDOLPH MASON.....

STANDING COMMITTEES

HOUSE COMMITTEE

Mrs. DULLES, *Chairman*

MRS. REED
 MISS ISELIN
 MRS. MASON
 MRS. EMMET

BELLEVUE COMMITTEE ON NURSING

MISS POTTER, *Chairman*
 MRS. BISPHAM, *Secretary*
 MRS. JAMES, *ex-officio*

MRS. BEALE
 MRS. MORRIS
 MISS ISELIN
 MRS. DOUGLAS
 MRS. AUCHINCLOSS
 MISS EDWARDS
 MRS. HALLOWELL

OSBORN HALL COMMITTEE

Mrs. OSBORN, *Chairman*

MRS. AUCHINCLOSS
 MRS. FRANKLIN
 MRS. FERRER
 MRS. FORSYTH

WARD VISITING COMMITTEE

MISS ISELIN, *Chairman*

MRS. FORSYTH, *Vice-Chairman in Charge of Personnel*
 MRS. KOEHLER, *Chairman of Sub-Committee on Repairs*

VOLUNTEERS COMMITTEE

MRS. GEORGE TUCKER BISPHAM

EDUCATIONAL COMMITTEE

MRS. BALLANTINE, *Chairman*

MRS. ALDRICH
 MRS. FERGUSON
 MRS. KOEHLER
 MRS. JOHN W. AUCHINCLOSS, *Chairman of Sub-Committee on Library*

LEGISLATIVE COMMITTEE

MRS. FERRER, *Chairman*

MRS. WILLIAMS
 MRS. WEBB

ADVISORY COMMITTEE ON FINANCE

MRS. FRANKLIN, *Treasurer*

MR. LINDSAY BRADFORD
 MR. HARRY FORSYTH

COMMITTEE ON HEALTH

MRS. AUCHINCLOSS
 MRS. LOEB

ADMINISTRATIVE STAFF AND FACULTY BELLEVUE SCHOOLS OF NURSING

NURSING ADMINISTRATION

BLANCHE E. EDWARDS, M. A., R. N.

Director of the Bellevue Schools of Nursing and
Nursing Service of Bellevue Hospital

ANITA MORRIS McCLELLAND, R. N.

GLADYS J. CHAMBERLAIN, R. N.

Assistants to the Director of Nursing Schools and Nursing Service

FLORENCE BACON, M. A., R. N.

Director of Nursing, Psychiatric Division

GENEVIEVE SENNA, R. N.

Assistant to the Director of Nursing, Psychiatric Division

EMILY MacDONALD, R. N.

Supervisor of the Residences for Women

ANNA RECE, R. N.

Assistant Supervisor of the Residences for Women

HESTER LOWRY, R. N.

Supervisor of the Residence for Men

BLANCHE H. O'SHEEL

Student Advisor and Director of Extra-Curricular Activities

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CLEOLA LAKE, R. N.

Director of Health Service, Mills School

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School Physician for Women

SAMUEL STANDARD, M. D.

School Physician for Men

WILLIAM H. STEARNS, M. D.

Assistant Physician, Bellevue Schools

DEPARTMENT OF INSTRUCTION

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Director of Instruction

INSTRUCTORS

HAZEL HOUSTON, M. A., R. N.

Instructor in Anatomy and Physiology and Materia Medica

ESTHER HILTON, M. A., R. N.

Instructor of Chemistry and Microbiology

MINETTE NAST, R. N.

Instructor in Principles and Practice of Nursing

ANDREW HENDRICKSON

Instructor in Sociology

MARGARET POHL, B. A., R. N.

Assistant Instructor in Anatomy and Physiology

FRANK STANLEY PAC, B. S., R. N.

Instructor in Drugs and Solutions, Psychology, and
Public Sanitation; Faculty Advisor to Men Students

MILDRED HABECKER, R. N.

Assistant Instructor in the Principles and Practice of Nursing

DOROTHY MERRILL, R. N.

Instructor in Personal Hygiene

ELIZABETH SCHWARTZ BRANNON, B. S.

Instructor in Nutrition and Diet Therapy

GERALDINE SMITH, M. A.

Director of Physical Education, Bellevue Schools

MARGARET ARMSTRONG

MARJORIE WINTER, M. A.

Assistant Instructors in Physical Education, Bellevue School

CHARLES ZABIN, B. A.

Assistant Instructor in Physical Education, Mills School

EMMA L. CHAFFIN, B. A., R. N.

School Librarian

MARINE BAILEY, B. S.

Assistant Librarian

DEPARTMENT OF SUPERVISION AND CLINICAL INSTRUCTION

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Director of Supervision and Ward Teaching

J. PEARL MacKAY, R. N.

Assistant to the Director of Supervision and Ward Teaching

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LELA GREENWOOD, B. A., R. N.

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JOSEPHINE KARBIN, R. N.

Instructor and Assistant Supervisor in Medical Nursing

LYDIA ZETZSCHE, R. N.

Instructor and Supervisor of Surgical Nursing

DOROTHY PATTERSON, R. N.

Instructor and Assistant Supervisor of Surgical Nursing

M. MAGDALENE BOOKMILLER, R. N.

Instructor and Supervisor of Obstetrical Nursing

HELEN RYAN, B. A., R. N.

Instructor and Supervisor of Pediatric Nursing

MARY CHESKA, R. N.

Instructor and Assistant Supervisor of Pediatric Nursing

MRS. RUTH BERGMAN, M. A., R. N.

Instructor in Nursery School Methods

ANNA DOYLE, B. S., R. N.

Instructor in Public Health Nursing,
History of Nursing and Nursing Ethics,
Supervisor of Out-Patient Nursing

HELEN WAGO, B. S., R. N.

Instructor and Supervisor of Tuberculosis Nursing

EVELYN GREGORY, R. N.

Assistant Supervisor of Tuberculosis Nursing

JOSEPHINE SHULL, R. N.

Instructor and Supervisor in Operating Room Nursing

MADELINE E. McGUIRE, R. N.

Assistant Instructor of Operating Room Nursing

RUTH GLENN ROCHELLE, B. S., R. N.

Instructor and Supervisor of Otorhinolaryngological Nursing

ANNA FLOOD, R. N.

Instructor and Supervisor of Gynecological Nursing

BEULAH DUGGAN, B. A., R. N.
Instructor and Supervisor of Ophthalmological Nursing

ROSE HORVATH, B. S., R. N.
Instructor and Supervisor of Neurological Nursing

ELIZABETH KOBLISKA, R. N.
Supervisor of Emergency and Admitting Department

PHILMOR SIMON, B. S., R. N.
Instructor and Supervisor of Genito-Urinary Nursing

IRENE WALSH, B. A., R. N.
Instructor in Psychiatric Nursing

EDNA WITHAM, R. N.
Instructor in Communicable Disease Nursing

ELIZABETH L. JAMESON
Instructor in Occupational Therapy

REBECCA CROWELL, R. N.
Charge Nurse of Physio-Therapy Department
and Instructor in Principles and Practice of Massage

PERSONNEL SUPERVISORS

MARY CUNNINGHAM, R. N.
Pavilion A and B

HELEN SHELLENBERGER, R. N.
Pavilion C and D

HERMINA FROMM, R. N.
Pavilion F and G

RUTH MINGUS, R. N.
Pavilion I and K

LEAH VANDERVOORT, R. N.
Pavilion L and M

VIOLA EDWARDS, R. N.
Pavilion N, O, P and Q

ANNUAL REPORT OF THE SECRETARY

January 1, 1940 to June 30, 1941

MEETINGS

Regular semi-monthly meetings of the Board have been held from October through May. The attendance at these meetings has been excellent, the interest well-sustained, and individual member-participation active.

The various committees have carried forward effectively the work delegated to them. Regular monthly meetings have been held by the Executive Committee, the Nursing Committee, and the Osborn Hall Committee. Other special committees have met as frequently as necessary in the performance of duties assigned to them.

MEMBERSHIP CHANGES

The Board accepted with regret the resignation of Mrs. Edgar Leonard, who had been a member of the Board since 1930 and who had performed a conspicuous service to the School of Nursing through her interest in the Pediatric Service, and whose efforts were largely responsible for the establishment of the Nursery School in the Hospital.

The Board welcomed to membership Mrs. John D. Kennedy, who accepted appointment in the 1945 class, filling the vacancy created by Mrs. Leonard's resignation.

Mrs. N. Penrose Hallowell resigned from the Board's Executive Committee and Mrs. Randolph Mason was appointed to take her place.

Mrs. Nelson Rockefeller resigned from the Nursing Committee and Mrs. J. Howland Auchincloss was appointed to this vacancy.

ACTIVITIES

The Board has continued its financial support of and active cooperation in the promotion of important activities of the School of Nursing.

The Health Service was expanded last year to include an additional physician, a chest specialist, and this additional service has been found most valuable. The Board has renewed, through its Edith Northcote Fund, this arrangement for another year, thus providing in its Budget for the employment of three physicians to look after the health of student nurses.

Renovations in the Health Service offices, the adding of another examining room, and the redecorating of the entire unit; also the partial refurnishing of the Infirmary, were made possible through special appropriation of funds for that purpose by the Board.

The resignation of Miss Elizabeth Whitmarsh as Dean of Women was accepted on the occasion of her marriage in September 1940. Mrs. Blanche H. O'Sheel was appointed on November 16 to assume direction of the program of guidance and extra-curricular activities. The Board arranged for the complete renovation and refurnishing of the living quarters and offices of the new Student Counsellor prior to her arrival, and introduced her to faculty and students at a special tea on November 19.

The Board has contributed to the health and recreation program of both Bellevue and Mills student-groups by again providing weekly outings to Jones Beach during the summer months. Individual gifts, such as tickets to concerts and entertainments, flowers and magazines for the residence, have also been made by the members.

Provision has been made for the required physical education of both men and women students, the Board paying in full the salaries of the Director of Physical Education and two assistants.

Cooperation with the residence supervisors in providing for the maintenance and comfort of the nurses has been continued throughout the year. The House Committee has worked diligently to improve and maintain best possible housing conditions in the face of serious physical inadequacies. Attention is called to the urgent need for larger and better equipped housing and educational facilities for the Schools of Nursing.

Representatives of the Board have attended regularly the meetings of the School of Nursing Council and have had an active part in the discussions and determinations relating to school activities.

Members have visited the wards, Out-Patient Department, and special divisions of the Hospital regularly throughout the year, cooperating in the promotion of the welfare of the patients and nurses.

The Board has continued to support the Nursery School, providing instruction for student nurses in child development and guidance.

Costs of the survey of the Bellevue Schools by the Committee on Accreditation of the National League of Nursing Education were paid by the Board. A donation of twenty-five dollars toward the costs of a similar survey for Fordham Hospital School of Nursing was also made. The inclusion of the Bellevue Schools in the first list of nationally accredited schools was recently announced.

One thousand dollars was appropriated again this year for scholarship aid to graduates of our schools for continued professional preparation through college courses. Instead of granting two full-time scholarships of five hundred dollars each, as has been done in past years, the money was given to five graduates in the amount of two hundred dollars each, enabling them to enroll for part-time college work throughout the year.

The Board paid the expenses of two faculty members to the National League of Nursing Convention at Detroit.

Mrs. James also attended the Convention, representing the Board at the meeting of Lay Committee members, at which she was one of the speakers.*

Arrangements for the graduation exercises were again this year assumed by the Board. The cash prizes, also decorations and flowers, both for the exercises and the reception, were provided. We were fortunate to secure Mrs. Rustin MacIntosh, Headmistress of Brearley School, as speaker.

Through the cooperation of Mr. Lydenburg of the New York Public Library, arrangements were made for the repair and binding of the original minutes of the Board, dating from 1872 to 1902. These interesting historical documents make a valuable addition to the Nursing School Archives.

A survey of the facilities of the School of Nursing Library was made at the instigation of the Library Committee by an outside Library expert. On the basis of recommendations made, some additional assistance was provided for the School Library.

The Nursing in Bellevue was being seriously affected by the drafting of many Mills School students under the Selective Service Act. This matter was taken up by Mrs. Kennedy, a Board member, who was successful in persuading the draft board to exempt male nurses under the "necessary man" clause.

* This paper is published in this report on page 24.

ACKNOWLEDGMENTS

Thanks are due to many members of the nursing and teaching staff, but especially to Miss Edwards for her never-failing cooperation and helpfulness. We are also grateful to Dr. Jacobs, the Superintendent, and to Dr. Goldwater, former Commissioner of Hospitals, for their never-failing support. The Board is glad to welcome Dr. Williard Rappleye, the new Commissioner, and pledge him all possible cooperation in furthering the work of the Training School.

Respectfully submitted,

HARRIET ALDRICH, *Secretary.*

HARLEM HOSPITAL

1940 — 1941

The Managers take pleasure in reporting another successful year of the Training School.

The classes which entered the School in September 1940 and February 1941 have been made up of very high-grade students, and, with the exception of one or two students who have not been able to do the work and have resigned, these classes show great promise.

One new member, Mrs. Henry W. Pope, was elected to the Board in September to replace Mrs. Theodore Savage who resigned.

The survey of the Training Schools in the different city hospitals by the National League of Nursing Education was conducted at Harlem Hospital in September and October, 1940. The result showed that Harlem stood extremely well.

The work of the Board has been about as usual. They have had two meetings each month. Some of the members of the Board have done ward visiting, and there were six conferences between the students and three Board members during February and March.

At each Board meeting throughout the winter, a short talk was given by a member of the teaching staff or a well-qualified nurse on various subjects pertaining to the nursing courses. These talks were most interesting and have helped to keep the Board informed about some of the details of the work of the hospital.

The Board greatly appreciates the wonderful cooperation of Miss Manley, Miss Harty, Dr. Magelaner and the other members of the staff and the nurses, and wishes to thank them all for their help and interest.

Respectfully submitted,

MARGARET B. HALLOWELL, *Chairman*

FORDHAM HOSPITAL

1940 — 1941

During last summer and all winter up to April, there was a very high census in the Hospital. The bed capacity of the hospital is 465 beds, and the daily census averaged 564 beds for the year. This is a serious condition and one that should not continue indefinitely. Instead of our wards being

overcrowded only during certain months, the Hospital is overcrowded for twelve months out of the year.

We have been fortunate up to date in filling our nursing vacancies, and the Executive Staff has done outstanding work under a heavy strain.

The Gray Ladies assigned by the Red Cross in the Out-Patient Department have rendered valuable assistance.

The Hospital, nurses' residence, annex and men's dormitory have been painted throughout and present a much-improved appearance.

The students had a pleasant and busy year under the leadership of Miss Cushman, director of extra-curricular activities. Miss Martha Eakins, Inspector representing the State Board of Nurse Examiners, visited Fordham Hospital to make a survey of the facilities for a School of Nursing, which will open on September 2nd. Until we have this home school fully established, we will continue to accept students from the affiliated schools. The planning and arranging of this School has been most ably handled by Miss Elsie Palmer, Director of the School, and her Staff; and they are making an intensive effort to select the type of student well qualified for nursing.

We want to thank Miss Manley, the Medical Board, and Dr. Ackerman for the help and cooperation we have received from them.

Respectfully submitted,

MRS. ARCHIBALD DOUGLAS
*Appointed as Visitor
to Fordham Hospital*

REPORT OF THE PSYCHIATRIC DIVISION

1940 — 1941

The past year has been one of greatly increased activity in the Psychiatric Division. The average daily patient census for 1940 was 683 — an increase of 42 over 1939. The opening of the new building at Kings County Hospital should relieve this, but, meanwhile, the hard work and devotion of the medical and nursing staffs are carrying the increased load.

The teaching program has been much enlarged. Instruction was given to 463 student nurses this year as against 298 the year before. 177 of these were Bellevue students who trained for ten weeks and 286 came from the other schools of the Department of Hospitals for a 12 weeks course. This training is of great value. The experience with behavior-problem children and adolescents, convalescent and disturbed

patients is so important to good nursing that it must be expanded to meet the demand, but to do so there must be enlarged clinical facilities and a place to house the nurses. Commuting by the nurses from the outlying hospitals is difficult for them and for the staff. Completion of the new Kings County Psychiatric Hospital will remove the necessity of students from the Brooklyn Schools commuting to Bellevue for their instruction and experience in psychiatry; but, with the other schools of the Department planning to increase their enrollment, there is little promise that the size of the student group will be reduced. Provision for housing these students during their affiliation should be made.

There have been no resignations nor appointments to major positions on the nursing staff during the year; and, because of this continuity and the able direction of Dr. Bowman and the medical staff, the really extraordinary spirit that lightens this particularly difficult Division has been maintained.

The two members of the Board of Managers assigned to the Psychiatric Division attend the regular monthly meetings of the Head Nurses and this has proved a satisfactory way of keeping the Board in touch with the problems of the Nursing Service, as visiting on this Division is disturbing to the patients.

Respectfully submitted,

PRISCILLA S. AUCHINCLOSS

HARRIET B. BEALE

*Members of the Board assigned
to the Psychiatric Division*

MILLS SCHOOL OF NURSING FOR MEN

1940 - 1941

The past year has been very satisfactory in many respects for the students of the Mills School. The housing problem has been relieved by the addition of seventeen bedrooms and a sitting room on the 5th floor. Equipment for three rooms to be used for games, on the 5th, 6th and 7th floors, was obtained through Miss Edwards' effort and these game rooms are in use continuously for checkers and chess. During the summer months of 1940 and 1941 the usual bus trips were enjoyed by the students to Jones Beach and to Bear Mountain.

The students decided during the past year to have theatre parties alternating with their dances. This plan has been very successful, as many of the students do not dance and this program provided pleasure for all.

The Selective Service and Training Act threatened to remove a large number of the men students from Mills School. Mrs. Kennedy, a member of the Board of Managers, learned of the situation and was instrumental in having the men nurses placed in a deferred classification. A large number of our students had received their questionnaires and eight students had already been inducted when Mrs. Kennedy learned of the problem.

The students are very grateful to Mrs. Kennedy for what she has done for them and for the Hospital.

A portrait of Mr. Darius Ogden Mills was presented to Mills School by Mrs. Ogden L. Mills. Mr. Mills was the founder of the Mills School of Nursing for Men, which was opened on December 18, 1888. The portrait, done in oils, is very handsome and adds much to the appearance of the lounge. The gift is greatly appreciated by the students.

The Health Service Infirmary reports a successful year. Dr. Samuel Standard continues as Physician to the students and Miss Cleola Lake as Health Director. A fourth-year-medical student, Mr. Grossman, was appointed assistant to Dr. Standard. Mr. Grossman assists with the physical examinations and does the laboratory work.

Mr. Frank Pac has continued as Faculty Advisor to men students, and Mr. Charles Zabin served as Physical Education Instructor until the end of June. Mr. Glace Bittenbender and Mr. Edward Hoechst are relief and night supervisors. Mrs. Hester Lowry continues as supervisor and her able direction is of the greatest value to all connected with the Mills School.

MRS. LEWIS S. MORRIS
*Appointed as Visitor to
Mills School*

OUT-PATIENT DEPARTMENT

January 1 to December 31, 1940

The Out-Patient Department of Bellevue Hospital is always teeming with activity. During the last year 522,968 patients' visits were reported, 27,646 of these being new patients.

This department is visited frequently by the member of the Board of Managers holding this assignment. She has had innumerable long talks with Miss Doyle, Instructor and Supervisor of Nurses in the Out-Patient Department, and she also visits regularly the thirty-eight staff nurses who conduct these clinics. She hears of the many problems that arise and sees

the excellent work that Miss Doyle is doing. This provides a close and intimate contact between the Nursing Staff and the Board of Managers.

During the past year the staff educational program has been concerned with bringing up to date general technique, particularly studying improved methods of handling communicable disease. Every effort is being made to coordinate the work more closely and to prepare for any emergency which may arise. Six of the women nurses are being prepared to take over the duties of the male nurses if they are drafted.

A conference on pre-natal care was held in conjunction with the Board of Health and the Henry Street Settlement.

An experiment was made in permitting the nurses to rate themselves on the 1941 Evaluation Staff Nurses Rating Record. Of course this was afterwards checked by the Supervisor, but it was interesting to note how closely they compared with her estimate.

Miss Sims, the nurse in charge of the Out-Patient Department, left in December and since then her responsibilities have been carried by Miss Doyle and Dr. Russo, the competent Physician in charge of the Out-Patient Department.

The Volunteers, under Miss Mills' able management, continue to do splendid work. This past winter, 135 Volunteers assisted the doctors and nurses in the wards and clinics, 65 carrying on through the summer months when the census is lighter. These women are assigned regular positions but are shifted back and forth at times when the need arises.

Many of these Volunteers give from three to five full days a week and some have worked regularly at Bellevue for as long as eighteen years. Seventy-six Volunteers were from the Red Cross, nine from the Junior League, and the balance from affiliated schools and colleges and other sources. The increasing demand for these workers from members of the regular staff testifies to the value of this service.

The greatest problems at present seem to be the need of general repairs and paint and more help in the Record Room. Doctors, nurses and patients are held up by the delay in receiving charts and reports which, naturally, increases the pressure upon all.

Respectfully submitted,

HELEN R. S. BISPHAM
*Member of the Board of
 Managers assigned to the
 Out-Patient Department.*

VOLUNTEERS

The Volunteer Service at Bellevue started in 1916, is comprised of workers varying in age from 18 to 70 years. No previous training is required and the only consideration is a desire to be of assistance and the promise of regularity and dependability on the part of the Volunteer.

For the last eleven years the work has been in charge of a salaried Director of Volunteers, who had previously served as a Volunteer at Bellevue for about four years. This Volunteer work started in the children's clinic and did not begin to spread on the present scale until 1929, preparatory to moving into the present Out-Patient Department.

The continual expansion of this service has been the result of demands on the part of the Superintendent of the Out-Patient Department, the doctors, the nurses and the Social Workers for Volunteer aid, as the success of this type of assistance has been demonstrated.

It has definitely been the policy never to place a Volunteer on a ward or in a clinic unless there has been a request for her services, and it is clearly understood that no professional service is to be rendered.

During the winter months 125 to 150 Volunteers staff the clinic and wards, but 65 to 75 Volunteers cover the work in the summer due to the lighter census on the wards and the closing of many special clinics. In the summers of 1939 and 1940, the exhibit of the Department of Hospitals at the Fair was staffed by this group in addition to their Bellevue work.

Volunteers are placed in the general medical and surgical clinics, the children's clinic, the eye clinic, the pre-natal clinic and the Thursday evening cardiac. In addition, there are 28 special clinics all using one to three Volunteers at each session.

In these clinics the work consists of:

- History taking.
- Doctors' dictation.
- Weighing and measuring patients.
- Making appointments.
- Filling out laboratory requests.
- Filling out x-ray cards.
- Distributing charts.
- Escorting patients to other departments.
- Errands.
- Follow-up letters.
- Other clerical work.

Volunteers are used in eight medical wards, four surgical and six children's wards.

In the wards the work consists of:

Bed and cot making for up-patients.

Assisting with lunch trays.

Feeding patients.

Tidying linen room.

Putting away clean linen.

Assembling charts.

Escorting patients to x-ray and other departments.

Dressing and entertaining children.

Feeding infants.

In addition to the wards and clinics, there are Volunteers who do clerical work in the following departments:

Social Service.

Office of the First Medical Division.

Office of the Second Medical Division.

Office of the Children's Surgical Division.

HELEN R. S. BISPHAM.

LAY BOARDS AND NURSING SCHOOLS

PAPER PRESENTED BY MRS. HENRY JAMES, PRESIDENT OF THE BOARD OF MANAGERS, AT THE NATIONAL LEAGUE OF NURSING CONVENTION IN DETROIT, MAY 28, 1941*

Miss Taylor, Members of the League of Nursing Education, and Guests:

The Chairman has outlined my part in this discussion. In 1931, I talked on the same subject--and even then many schools were eager to have committees of lay people organized to discuss and advise. During these ten years the number of lay committees has increased, and, so far as I can learn, they have made themselves useful and helpful.

Through the League of Nursing Education, the profession has more important studies to clarify and standardize the position of nursing schools. There have been the curriculum and accrediting studies, and now this new and interesting book by Dr. Bixler on the administration of schools of nursing is in our hands. All has been done with the purpose of planning the very best kind of education for the student and, at the same time, achieving better protection to the public and better and better care for the patient.

I will begin by speaking about the student. We all know it to be a fact that in order to attract the best type of student in any field, not only must the teaching be of a high order, but the care of the student in all her development is important--housing, food, recreational and cultural opportunities all come into the picture, so that the graduate shall be as well-rounded a person as possible--intelligent, skilled, alert, kindly, happy; qualified, in short, to undertake work with further special training, if she desires, in any of the many fields now open to registered nurses. The Registered nurse is no longer called upon only in times of anxiety and illness--she has become a part, and a very vital part, of the social fabric, a citizen highly skilled and prepared to counsel, advise, and act in matters to do with the public health and the prevention of disease. So the public has come to regard her; in so honoring her it challenges her to give the best of all that in her lies.

This challenge also confronts the directors of nursing schools, and the institutions in which they function must not only accept a responsibility to the student and to the patient, but must assume a duty to keep pace with the growing demands of a public whose standards of health and behaviour are improving and evolving. And here I can do no better than to

* Annual Report of the National League of Nursing Education 1941.

quote or paraphrase what President Lowell of Harvard once said in one of his Annual Reports. *

"More and more," said he, "as education in all its grades and forms assumes a public character, the community realizes its importance. It must, therefore, be responsive to public needs—keep in touch with them—at the same time the public must be made to understand the aims of the education undertaken and the means essential to attain them."

I maintain that in this respect nursing education is no different from college education and has an equal right to be proud of its place. Mr. Lowell goes on to say "the administration of every public service must comprise both expert and lay elements. Without the former, it will become ineffectual; and, without the latter, it will become in time narrow and rigid—or out of harmony with its public object. And for this purpose it must possess the influence and secure the guidance of people conversant with the currents of the outside world." However, these two elements, the expert and the lay, should not and need not conflict with each other. Each has its own function and neither should try to perform that of the other. If the layman should propose an aim to be attained, it is not for him or her to direct the experts as to how they should go about it—and it is enough to indicate the desired result. And again I quote from Dr. Lowell. "From this flows the cardinal principle, popularly little known, but of well-nigh universal application, that experts should not be members of a non-professional body that supervises experts. One often hears that men with a practical knowledge of teaching should be elected to school boards, but unless they are persons of singular discretion they are likely to assume that their judgment in technical matters is better than that of the teachers, with effects that are sometimes disastrous." Mutual confidence and respect make a workable and useful control."

Let me remind you how many matters affect the welfare of a nursing school beside what is strictly teaching,—such as, advising and helping with the housing, food, recreation, health of the student body. These boards can be useful in legislative questions affecting nursing. Of course, it is to be understood that nothing will be done, no action taken, without consultation with the experts and through the channels of the administration of the institution.

The size of a board would, of necessity, vary; but it should be large enough to provide diversity so that its membership may represent different interests and points of view, as well

* Reprinted: A. L. Lowell, "At War with Academic Traditions in America" page 286.

as different ages, and not become a clique—probably better, therefore, that it should be as large as nine. But, if the hospital and school are large, a larger board might work better, provided it is not so large that every member won't feel bound to make a positive and active contribution, and so large as to slow up the transaction of its business.

Whenever the constitution of lay boards is discussed, it is noticeable that people whose experience has been chiefly with some one institution are apt to recommend a system which they have learned to make work successfully in their own institution. But I would suggest that there is no one formula, and that the important thing is to adopt a constitution that takes adequate account of whatever may be the external relations which the school must endeavor to foster or improve.

Nursing schools usually labor under the disadvantage that they do not fully control the school budget and are once or even twice removed from the ultimate source of financial control. In the case of schools in municipal hospitals, there is the central city authority and the hospital administration itself—in the case of private hospitals, there is the board of hospital trustees. At the basis of everything is funds and their administration—that is the commonest reason why nursing schools can't reach their fullest aims and realize their fondest hopes. Their board's chief functions are usually to inspect, to criticize and to counsel, but these are important functions which may be discharged so as to exert a constructive influence. A lay board entirely devoted to the school's welfare can do a great deal in presenting the needs of the nursing department to the body that controls the funds and makes the final decision. In some instances, the lay board may gather its own funds to be used for the development and advancement of the school. When the day comes that nursing schools have their own endowments, they will unquestionably enjoy more power, but they will have new responsibilities and these will make it more, rather than less, necessary to have a lay board.

The Board on which I serve has been in existence for sixty-nine years,—is a self-perpetuating body of thirty women, serving for four year terms in groups of five. We are appointed by the Commissioner of the Department of Hospitals of the City of New York. We meet twice a month at the Nurses' Residence from October through May,—the Executive Committee once a month. The members have definite duties. We all visit the hospital wards and, in the areas severally assigned to us, know the institution and its personnel. We have certain standing committees to consult and advise with

the experts in charge of corresponding departments. We are often called upon by the Commissioner and enjoy ready access to him. We are likewise in close touch with the Superintendent of the Hospital, with our own Director of the School, and the Chief Nurse of the Division of Nursing, Department of Hospitals. We often exchange ideas with board members of other city schools. It goes without saying, that we never take any action without going through the administrative channels of the School and Hospital. Each Wednesday morning the Director of the School holds Council meetings and one or more members of the Board is invited to be present. In this way and many others, the experts constantly educate the layman and the layman is encouraged and given opportunities to question and comment. Members of the lay board become familiar with the aims and problems of the school. Many occasions arise when the Board can exercise a real service to the profession by virtue of its informed, and, I hope, intelligent understanding and by virtue of such influence as it has earned. So far as the Bellevue Board is concerned, its membership naturally changes in character as the needs of the time indicate. The farsighted group who organized the school in 1873 expressed the hope that in time it would be called a "College for the Training of Nurses," and they set for it standards of education that were high for those days. That was the right way to begin. During nearly seventy years our standards have evolved upward, for we have always had high aims and an ideal of better and broader usefulness to guide our service and inspire our efforts.

The women who compose the Board vary in age,—New York is a cosmopolitan community and we now have Catholic, Protestants, and Jews on our Board; all of us serve without pay. The qualifications are interest, intelligence, and willingness to serve, to gain experience as time goes on. In describing the Bellevue Board, I do not present it as a model that should be closely copied in other places. I have said that there is no one formula. Every community must develop its own plan; attempts to define and express in writing what kind of people; how many, what their exact relationship with the school shall be,—in short, to try to fix a standard pattern for lay boards everywhere would only impede those processes of adjustment to the particular situation which I hold to be of prime importance. One of the best elements you must seek in the relationships of your board will be an intangible and indefinable influence. This will come as the fruit of mutual confidence and mutual regard. The functions of governing boards and other agencies of control, what each had better undertake or leave to the other, and those matters which

require mutual concession, are best learned from experience and embodied in tradition and customary practice.

This brings me to my last observation and a final recommendation which I can utter with entire conviction:

In all older communities, and in many new ones, you will find a small number of philanthropic or educational boards which enjoy the respect of the whole community. They have usually been in existence for some time, and have charge of something that may be expected to go on indefinitely. To serve on one of them is regarded as an honor, and the best citizens will give up other things in order to carry on the work of these boards. How have they won such standing, and how can you imitate them? The answers are plain. It is largely a matter of personnel. The boards have not let themselves become cliques or clubs. Selfish motives of friendship or political or social interest have not been allowed to influence the selection of their members. On the contrary, you will find that these boards have secured members who were conspicuous for their independence, their sense of social responsibility, their special qualifications, and their possession of courage and judgment. Boards thus composed never become rubber stamps or decorative nonentities. They may be self-perpetuating, but they will be truly democratic, because they will be unselfishly concerned to learn and meet the communities' need. Choose such people for the Board of your nursing school. Each time you get a really first-rate person to serve on your Board, you will make it easier to secure another. Never be content with second-rateness, and do not play politics. Don't be afraid to aim high. Enlist your leading citizens. Gradually you will build up such a tradition and command such respect and confidence as to dare hope that anything within reason that you want to undertake may be brought to accomplishment.

REPORT OF THE SCHOOLS OF NURSING AND NURSING SERVICE OF BELLEVUE HOSPITAL

The following report, covering the fiscal period from July 1, 1940 to June 30, 1941, is submitted to the Managers with grateful acknowledgment of the part the Board has played in the promotion of activities and in the achievements of the past year.

The year has been marked by several important events in the schools. Conspicuous among these was the completion of the Administration Building and the opening of the new offices which will serve as permanent headquarters of the Schools of Nursing and Nursing Service of Bellevue Hospital. After ten years of occupancy of temporary quarters in four different buildings, the new location with its ample provision of space and convenience is greatly appreciated.

The new offices occupy the entire third floor of the front wing of the Administration building. A general reception lobby forms the center of the unit, with corridors extending from it toward north, south and east.

The north corridor leads to offices of the director of instruction, the director of supervision and her assistant, and contains offices for three clerical workers, a small conference room and a larger assembly room for classes and conferences.

The south corridor contains the office suite of the Director of the School, which includes a private office, a conference room, secretaries' office, kitchenette and washroom. In this wing are also the offices of the administrative assistants, the bookkeeper, and a large record file room.

Opening from the east corridor there is a large work room equipped with mimeograph machine and miscellaneous office equipment, its walls lined with cabinets for stationery storage. Adjacent are two class rooms, locker rooms, wash rooms for nursing staff and clerical workers.

NEW FILING SYSTEM

Complete revision and modernization of the filing system in the nursing offices was begun immediately after the new offices were occupied. Experts were employed to install the new system, which has in the first months of its establishment demonstrated its usefulness in the better preservation of records, ease and simplicity of operation, and in making data more readily available for reference.

Following the installation of the new system a full-time filing clerk was assigned to the record room.

Another procedure which has resulted in saving of time and effort in the handling of records is the photostating service made available through the Department of Hospitals. Many hours formerly spent preparing transcripts of original student records are saved through having photostatic copies made.

BELLEVUE SCHOOLS ACCREDITED

Our Schools have recently been placed on the first published list of nursing schools accredited by the National League of Nursing Education. A comprehensive survey of the facilities and plan of instruction of our schools was made in November, 1940, under the auspices of the League's Committee on Accreditation of Schools of Nursing. The Schools are indebted to the Board of Managers for assuming the full costs of the accreditation survey.

STUDENT ENROLLMENT

Student enrollment in our schools on June 30th, 1941, was as follows:

	Women	Men	Total
First year students	101	26	127
Second year students	82	23	105
Third year students	103	34	137
Affiliating students	172	46	218
Enrolled students on leaves	9	11	20
Total.....	470	132	607

AFFILIATING SCHOOLS

Twenty-seven schools of nursing sent students to Bellevue during the past year for a part of their nursing course. The periods of affiliation ranged from three to twelve months. The names of schools, the number of students sent by each school during the year and the experience they receive are presented below.

School	No. of Students	Length of Course	Clinical Experience
Amsterdam Hospital, Amsterdam, N. Y....	10	3 months	Pediatrics
Bushwick Hospital, Brooklyn, N. Y.....	16	3 months	Pediatrics
Danbury Hospital, Danbury, Conn.	19	3 months	Pediatrics
Emory University, Georgia	19	3 months	Pediatrics
Flushing Hospital, Flushing, N. Y.....	23	3 months	Pediatrics

School	No. of Students	Length of Course	Clinical Experience
Hudson City Hospital, Hudson, N. Y.....	10	8 months	Med., Ped. Tbc. & O.P.D.
Kingston Hospital, Kingston, N. Y.....	18	6 months	Med. & Ped.
Margaret Pillsbury Hospital, New Hampshire	17	6 months	Med. & Ped.
Quincy Hospital, Quincy, Mass.	25	7 months	Med., Ped. & OPD
Womans Christian Association Hospital, Jamestown, N. Y....	23	6 months	Med. & Ped.

The following New York State mental hospitals have sent students for one full year, including 1 month medical nursing, 3 months surgical nursing, 3 months pediatric nursing, 3 months obstetrical nursing, 1 month operating room nursing, and 1 month of diet kitchen experience.

Hudson River State Hospital.....	25 students
St. Lawrence State Hospital.....	47 students
Willard State Hospital.....	11 students
Central Islip State Hospital.....	1 student

Twelve state mental hospitals have also sent men nursing students for one full year in Mills School, which includes 4 months medical nursing, 3 months surgical nursing, 3 months of genito-urinary nursing, 1 month of operating room nursing and 1 month of diet kitchen practice.

The following schools connected with other hospitals operating under the City of New York Department of Hospitals sent students to Bellevue for instruction and experience not available in their home schools:

School	No. of Students	Length of Course	Clinical Service
Cumberland Hospital, Brooklyn	10	1 month	Tuberculosis
Cumberland Hospital, Brooklyn	24	3 months	Psychiatry
Kings County Hospital, Brooklyn	175	3 months	Psychiatry
Harlem Hospital, N. Y.	30	3 months	Psychiatry
Lincoln Hospital	47	3 months	Psychiatry
Metropolitan Hospital.	54	3 months	Psychiatry

Due to the overcrowded conditions in the nurses' residence it has been necessary for students from the Department of Hospitals schools to reside in their home schools during the

period of their affiliation with the Bellevue School. The long daily trip to and from Bellevue throws an additional burden on students, and the arrangement is not a satisfactory one from the standpoint of this school or the home school.

CENTRAL SCHOOL DIVIDED

A change of plans has been put into effect relative to the operation of a central school of instruction for Freshman students, which has been conducted at Bellevue since 1932 for students of the Kings County, Cumberland and Metropolitan Hospitals and Bellevue Schools of Nursing. On February 1st the newly established science laboratories which form a part of the educational unit at Kings County School of Nursing, were opened to the newly enrolled classes of Kings County and Cumberland Schools. Three instructors of the previously combined faculty returned to Kings County School to give the instruction to those students. The other instructors have remained on the Bellevue staff to continue the pre-clinical instruction in the science courses for Bellevue, Mills, and Metropolitan schools' students.

GRADUATION

The 1941 graduation exercises were held March 7th at City College Auditorium, at which time 99 women and 25 men received the diploma of the Bellevue Schools of Nursing.

The members of the graduating class through its Editorial committee, published the 1941 Crane and Cross, which has won much commendation in the School.

FACULTY CHANGES

Dorothy Weddige, B.S., R.N., assistant to the director, left Bellevue October 1st to accept the position of Assistant Director of the Division of Nursing, Department of Hospitals.

Mrs. Anita Morris McClelland, formerly director of supervision and ward instruction, has accepted the post previously held by Miss Weddige in the Bellevue Nursing office.

Miss Mary Constance Long became director of supervision and ward instruction and Miss J. Pearl MacKay, formerly assistant surgical supervisor, was made an assistant director of supervision and ward instruction.

The resignation of Miss Elizabeth Whitmarsh, who had held the position of Dean of Women since 1928, created a vacancy which was later filled through the appointment of Mrs. Blanche H. O'Sheel as Student Advisor and Director of Extra Curricular Activities. The title of Dean of Women has been discontinued in relation to the functions of this faculty appointment.

Mr. Andrew Hendrickson, A.B., was appointed to the faculty as instructor in Sociology.

Ruth Glenn Rochelle, B.S., R. N., was appointed to the position of teaching supervisor in the Ear, Nose and Throat service, taking the place of Nell Russell, who resigned to serve on the staff of an American Hospital unit in England.

Dorothy Patterson, R. N., has been appointed assistant teaching supervisor of the surgical service.

FACULTY ACTIVITIES AND STAFF EDUCATION

Under the leadership of Miss Mary Edgar, Director of Instruction, the instructors have held regular conferences to review student records, for formulation of plans for carrying out the program of instruction and guidance of students.

The supervisors, ward instructors and charge nurses, whose administrative and teaching activities in the various clinical services, contribute to the formal educational program and who are responsible for planning and supervising the students' practice assignments, have participated in a planned program of staff education directed by Mrs. McClelland, Miss Long and Miss MacKay.

The program for each group has been built around the interests and needs of the members. Weekly meetings have been held for the teaching supervisors, the charge nurses, the junior and senior ward instructors. An effort has been made to correlate the content of the programs for supervisors, senior ward instructors and charge nurse programs, but to vary them to suit the needs and functions of each group.

The Junior Ward Instructor course has been organized to cover in an elementary form the tools and techniques of ward instruction. This course consists of eighteen hours of instruction, at the end of which the young ward instructor advances to the senior ward instructor conference group.

During the past year faculty committees have been working on revision of the guide charts, the ward manual, and on problems of student rating. A new rating sheet for students with its key for interpretation, the work of one of the committees, has been in use several months and seems to be working satisfactorily.

Classes in Elementary Teaching and Ward Management have been given to a group of fifty-six staff nurses during the past year. The classes were given in three sections. From the groups completing the course, about thirty per cent have been promoted to positions as junior ward instructors or charge nurses.

Courses in First Aid were made available to nurses who wished to attend. Thirty nurses completed the course, including supervisors, charge nurses, ward instructors and staff nurses. A selected group also enrolled for the advanced course and have received qualifying certificates as teachers of First Aid.

General meetings for staff nurses were held throughout the year, at which films were shown, demonstrations and lectures given by doctors and members of the nursing faculty, and others.

CURRICULUM CHANGES

Arrangements have recently been completed whereby all Bellevue senior students will have an affiliation of two weeks with the Henry Street Visiting Nursing Service. The present senior class will be the first group to enjoy this privilege, starting in October. Hitherto the affiliation has been enjoyed by only ten selected students each year.

An approved standard course in First Aid has been made a requirement for all students, instead of an elective. The new emphasis on this branch of training is in line with a general plan to provide the best possible preparation for effective participation in the national defense program.

PLANS FOR INCREASING ENROLLMENT

The need for a greater number of well-prepared nurses to meet added demands of a gigantic defense program and maintain essential civilian nursing service, has made it seem desirable that qualified schools of nursing should extend their efforts to prepare more nurses. The division of Central School and the withdrawal of the Brooklyn students made it possible for the Bellevue Schools to begin planning for an enlarged enrollment of home students. These plans have gone forward steadily on the basis of a long-range program designed to make full use of the institution's potential educational facilities.

The project has served to bring into sharper focus some of the serious physical handicaps faced by our school. Housing accommodations for women students are seriously inadequate and the existing educational facilities, namely, classrooms, laboratories and related units are far from satisfactory for both schools. These conditions have been described in detail in previous reports. The criticisms of laboratory facilities are essentially the same as have been presented before: the laboratories are improvisation of space in the nurses' residence and one of the older buildings belonging to New York Univer-

sity. These units are scattered, poorly located, too limited in space for the size of the groups having to use them. They are lacking in modern convenience and equipment, and in some instances are fire hazards. The use of the anatomy and physiology laboratory is made unpleasant and difficult at times because of its adjacency to the College of Medicine's animal experimentation laboratories; the walls separating this department from the nursing school laboratory offer poor insulation from the noise and odors from the animal rooms.

The gymnasium, also an improvisation of space in the same building, ill-suited to these purposes, is poorly lighted and ventilated, the floor in bad repair, and the space too small for most of the games and activities. This makes it impossible to carry out an organized program for large groups of students, necessitates splitting physical education classes into smaller groups, and thereby increases the teaching load for instructors.

The scattered location of the classrooms and laboratories continues to be a major problem resulting in loss of time for instructors and students and makes it impossible to give proper care to these rooms with the help now available.

A central educational unit, properly planned and equipped, would solve many of the problems now existing and allow more time for constructive planning, whereas now much time must be spent in a constant effort to adjust and improvise in order to carry on the educational program.

There is equally great need for enlarged and improved residence facilities in order to insure comfortable, healthful living, and provide the necessary accommodations for the promotion of a wholesome social and recreational program. Bellevue House is in need of major renovations if its use is to be continued as a place of residence. Electric wiring and fixtures are in need of repairs and replacement, plumbing improvements are required, the floors throughout the building call for extensive reconditioning.

It is gratifying that both Faculty and Students have faced with good spirit the existing handicaps, have shouldered the extra burden, and through their cooperative efforts the educational program continues to move forward along the channels of its objectives. However, it is obvious that any expansion of the student enrollment and further extension of school activities will be dependent upon an early, practical solution of the housing problem and adequate provision for carrying out the teaching program.

THE CARRIE J. BRINK LIBRARY

One of the departments most in need of larger and more suitable quarters for its expanding activities is the nursing school library. This is now housed in crowded rooms on the ground floor of Bellevue House where no additional space is available for further expansion. Already it is difficult to maintain a suitable environment for reading and study because the space is not sufficient for the size of the group using it.

In spite of these difficulties the Library has continued to serve as one of the most active and fruitful departments in the Nursing School. Every division of the School and Hospital has made use of this service offered; the individuals so served have included Freshmen and advanced students of home and affiliating schools, instructors, supervisors, graduate staff nurses, head nurses and ward instructors, and sometimes doctors and administrative officers of the Hospital.

The reference work has grown steadily. With the increase in lists and numbers of reserve books for use of classes, it has become necessary to close the reserve shelves and have a member of the library staff in charge of this section at all times. This closer supervision of the use of reserve books is designed to facilitate their circulation among the large groups of students enrolled in the classes using these reference lists. Further development of this reference and reserve book service would be advantageous, but the present library staff includes only two trained librarians and one typist, who are full time employees. In previous years through W. P. A. assignments the services of several additional workers were available, but the withdrawal of these workers has thrown the burden of messenger and page boy duties upon the librarians and interferes with the actual library work for which they are trained.

The following routine activities were continued by the Library during the past year:

Introductory talks on the use and routines of the library were given to new students, affiliating students and staff members.

The weekly Bulletin, Brief Notes, was issued regularly each week except during the vacation months of June, July and August, during which months one issue was published. This Bulletin contains brief digests of important articles appearing in current publications, relating to nursing and allied subjects.

The inter-library loan service has been continued but due to the curtailment of messenger service it has often been necessary for readers to call at other libraries for their own books and this has tended to decrease use of this service. The Twenty-Third Street Branch of the New York Public Library, the Library of the College of Medicine of New York University, have been of great assistance in serving our readers and have frequently borrowed and sent readers to the nursing school library for help. By the use of special student privilege cards issued to them, according to the rules of the Central Building of the New York Library, individual students have had access to the rich resources of this library. The Metropolitan Life Insurance Company Library, the Russell Sage Foundation Library and the National Health Library have also been cooperative and helpful in serving our readers.

The librarians of our staff have cooperated in giving advice and assistance to various other nursing schools whenever requested; have contributed to current writings on subjects relating to nursing school libraries; have shared duplicate copies of nursing magazines with other nursing schools in the New York Department of Hospitals.

The Carrie J. Brink Library is indebted to the Bellevue Alumnae Association for its generous donation of income from the Carrie J. Brink Memorial Fund to the library. The money was used as follows:

Purchase of new books.....	\$209.50
Purchase of Encyclopedia Americana.	99.00
Magazine subscriptions	26.50
Book Binding	11.75
Total.....	<u>\$346.75</u>

The City of New York expended \$500.00 for the purchase of new medical and educational books for the library and \$200.00 for subscriptions to periodicals during the past year.

The Schools are indebted to Mrs. James and other members of the Board who have given additional magazines to the library.

With the cooperation of the Student Committee and the assistance of Miss Maynard of the Board of Managers the

student fiction library has continued to grow. Practically all of the Bellevue and Mills students have become members of the library, their dues being used for the purchase of new books, selected by the student committee from recommendations of student readers.

The graduate recreational library, started last year, and while less active and not so large, has continued to interest a growing group of regular readers.

At the close of the fiscal year on June 30th, 1941, the Library facilities of the School were as follows:

Total number of books in Library..... 5,466

Total number of recreational books in

Student Collection 319

Total number of recreational books in

Graduate Collection 66

Total number of periodicals received

regularly 122

Professional 101

Non-professional 21

Statistics for the year show that the following additions were made to the Library:

Book titles 220

Pamphlets 72

Total 292

Total number of additions, including duplicates.....356

(Note: Some duplicates are essential in a school library of this size if it is to serve a large number of readers efficiently).

The total number of book duplicates is 274.

The total number of pamphlet duplicates is 82.

Recreational books added to the Student collection....104

Recreational books added to the Graduate collection.....66

The following data give an idea of the extent of use of the Library.

Books and Periodicals borrowed.....	13,207
General nursing books.....	8,983
Student Collection	3,236
Graduate Collection	925
Miscellaneous fiction	63
Number of readers	41,806
Number of visitors	60
Books borrowed from other libraries through Inter-Library Loan Service	50
Overdue notices sent	1,342
General reference books	508
Student collection	718
Graduate collection	116
Reserve notices sent	404
General	20
Student collection	315
Graduate collection	69
Periodicals checked	1,417
Shelving	35,669
General books	7,502
Student collection	2,707
Graduate collection	705
Periodicals	5,737
Pamphlets	1,268
Reserve Books	17,750
Cards Typed	1,790
General collection	1,344
Student collection	343
Graduate collection	103
Letters typed	369

HEALTH SERVICE

The Schools are grateful to the Board of Managers for their continued interest in student health and welfare and the generous support of the organized health program. The employment of two permanent physicians to care for the nurses has contributed effectively to the stability and continuity of the service; the addition last year of a third physician, a chest specialist, to the Health Service staff has made available to the nurses a valuable consultation service, which has been of immeasurable assistance in carrying out the program.

Improvements in the nurses' infirmary have included the re-decorating of all the rooms, new draperies for the windows, new bed lamps and serving trays.

A complete laboratory was set up in connection with the women's infirmary so that all routine laboratory work on students may now be done there.

The following new equipment has been supplied to the Health Service: A second X-ray reviewing screen and a Basal Metabolism machine, obviating the necessity of nurses going to the Hospital for the Basal Metabolism tests.

The new X-Ray film filing cabinet given to the Health Service offices by the Board of Managers is serving a useful purpose.

The plan of having physical examinations of candidates for admission to the school made prior to enrollment, begun over a year ago, has been continued with satisfactory results. There are now fewer rejections for health reasons during the orientation period at the beginning of the semester, than there were when all examinations were made after enrollment.

Health requirements for affiliating students based on revision of regulations made last year, have been enforced carefully. Chest X-rays are made on all students within six weeks of the beginning of the affiliation and these are submitted for reading by this school's chest consultant. No student with questionable chest findings is permitted to enter the school until the condition is satisfactorily cleared up.

The illness record for students for the year ending June 30th is as follows:

	Days Illness
Bellevue students (women).....	2,409
Mills students (men).....	675
Affiliating students (women).....	1,907
Affiliating students (men).....	529

These figures represent a decrease in days lost by Bellevue students, both men and women; an increase in time lost by affiliating students, both men and women, as compared with last year's record.

A senior medical student has been assigned to Mills School Health Service to assist the School physician with routine laboratory tests.

HEALTH INSURANCE

Upon the vote of the Faculty Committee the students of both schools are now required to carry health insurance starting with the sixth month in the school, two months earlier than previously required.

During the past year 34 students filed claims on their health and accident policies and the total sum of \$1,129.91 was paid to claimants.

MILLS SCHOOL

The school for men faced serious depletion of its ranks early in the year under the provisions of the Selective Service Act. Several students were called to service but through the efforts of Mrs. John Kennedy, of the Board of Managers, subsequent selectees have been placed in a deferred classification under the "necessary man" clause of the Selective Service Act pending completion of their nursing course.

Seventeen additional bedrooms were added to Mills School when internes were moved from quarters in Pavilion C & D to the residence floors in the new administration building. These new facilities have relieved previous crowding of Mills School quarters. Additional bath and toilet facilities were also made available to the students.

New equipment provided for Mills School include several game tables, which are used extensively.

The Mills School Student Association has enjoyed an active and prosperous year, supporting a varied program of activities embracing social and athletic events.

PHYSICAL EDUCATION

In spite of the lack of space and facilities for desirable organization of the program the physical education department has carried on valiantly under the able direction of Miss Geraldine Smith and her assistants. Interest is apparent by the fact that actual participation on the part of many students exceeds curriculum requirements. Mr. Charles Zabin, who has served as assistant physical education instructor for men students resigned at the end of June to accept a new position. Miss Margaret Armstrong, assistant instructor for women, also resigned to accept a new appointment.

The Physical Education Department is looking forward to the completion of outdoor recreation facilities now under construction on Hospital property adjoining the new East River Drive, which will be made available for use of student groups.

EXTRA CURRICULAR ACTIVITIES

Under the supervision of Mrs. Blanche O'Sheel, who has succeeded Miss Elizabeth Whitmarsh, as director of the extra-professional activities at Bellevue House, the social and recreational program of the Bellevue Student Association, the work of the various clubs, the various class parties, the weekly beach outings during the summer, have been carried on successfully.

The Student Association has continued its successful operation of the Tea Room at Bellevue House making a sub-

stantial profit which has been used to help support the School's social program.

NURSERY SCHOOL

The Tower Room Nursery School has this year completed ten years functioning as a part of the Pediatric Service. The ideals and aims for which the school was originally established have continued to guide those responsible for carrying forward the work of this department. The chief aim is the education of the student nurses in the principles and techniques of child guidance based on a knowledge of child growth and development. This knowledge helps the student to meet more fully the aim of pediatric nursing, as set up in the Curriculum Guide, namely "to care for the child in both health and disease from the standpoint of his total well-being—physical, mental, social and emotional."

The Tower Room has been equipped with a new floor covering which has added to the safety of the little children attending the school, and has made the room warmer and more comfortable for the little folk whose play activities are centered near the floor level.

Small mattresses have been supplied for the cots, making them warmer and more comfortable for their daily naps.

The nursery school has had many visitors during the past year—doctors, nurses, parents, medical and nursing students, teachers and students from various colleges. Bellevue students are particularly appreciative of their opportunity to obtain this valuable experience during their nursery course. Although it is an elective branch of pediatric experience, it is almost unanimously sought by our students.

The Board of Managers has made a valuable contribution to the School's educational program in the establishment and continued support of the Nursery School.

THE HOSPITAL NURSING SERVICE

PERSONNEL

On June 30th, 1941, at the close of the fiscal year, there were 956 graduate nurses on the Bellevue Hospital payroll; 683 on the general service and 273 on the psychiatric service. This number represents a decrease of sixty nurses as compared with the total number employed on the same date in the preceding year.

The total number of unfilled nurse positions on the general service on June 30th was 96. On the same date there were 23 vacant nursing positions on the Psychiatric service.

A shortage of available qualified nurses for staff positions has persisted throughout the year, causing much concern to those responsible for maintaining an adequate nursing service. The defense program calling nurses into the Government services, new openings resulting from the extension of health services in industrial organizations and numerous other opportunities for employment, have been factors in creating this situation.

The increased strain and tension resulting from a seriously decreased nursing staff and hospital wards continuously crowded beyond normal bed capacity, must also be recognized as a possible factor in influencing nurses to seek employment under less strenuous conditions, in private nursing, public health organizations and other fields.

Appointments to the nursing staff during the fiscal year totaled 195 for the general service; 62 for the Psychiatric service. Resignations during the same period totaled 225 for the general service; 83 for the Psychiatric service. Some well qualified nurses have refused appointment to the staff for the following reasons:

Living-out salary not immediately available

Unwillingness of applicant to accept rotating assignments that might include care of the tuberculous

Applicants wished higher level positions than were available

Applicants interested only in some clinical specialty, such as obstetrics, out-patient work, or operating room where no vacancy existed.

There has been an increase in use of volunteer workers in wards and in the Out-Patient Department. (see report submitted by Mrs. Bispham on page 20).

HEALTH OF GRADUATE NURSES

The record of illness and absence of graduate nurses for the year follows:

Graduate Nurses	Day Illness	Days Absence	Days Vacation
General Service	8955	1424	17,815
Psychiatric Service	3594	1014	6,772

The incidence of illness shows approximately the same ratio to number of employees as in the preceding year.

The Health Service operates in two divisions, one for women graduates and one for men graduates. Each Health Service maintains a well-equipped infirmary.

Physical examinations have been made on all nurses appointed to the staff. Of the number examined in 1940, sixteen failed to qualify for appointment. Six of these were based on history of tuberculosis or evidence of active disease.

Compulsory chest X-Rays for all members of the graduate staff were instituted during the year. Through this means two cases of unsuspected tuberculosis were discovered.

A Departmental ruling requiring graduate nurses to submit a physician's certificate covering illness of more than two days has been put into effect. Group Hospitalization Insurance has recently been made available to members of the Nursing Staff in response to a long felt need.

CHANGES AFFECTING NURSING SERVICE

The transfer of the Gynaecological Division to Wards F & G 3, planned as a temporary adjustment while repairs and redecorating of I & K building was in progress, has been made a permanent change. The new quarters provide more space and more satisfactory facilities for caring for the patients.

The suite of rooms on G 3 corridor, formerly occupied by internes, has been converted into an Isolation Unit, used in connection with the Obstetrical and Gynaecological Division. The complete separation of this unit from the wards facilitates carrying out isolation techniques, offers a more quiet and restful environment for patients, provides an additional and greatly improved service.

With the appointment of the new director of the Ophthalmological Service, certain changes were instituted in

the Ward and Operating room, designed to strengthen the staff organization and define more clearly general policies and procedures. The Nursing Division has cooperated in the revision of techniques and practices. A full-time scrub nurse has been assigned to the Operating Room. Plans have been completed for annexing all rooms on I-1 corridor for an expanded Ophthalmological Service; the two divisions to permit of better segregation of men and women patients. Children are to be assigned to the Pediatric service.

The opening of the new Administration Building made available to the Chest Service a number of rooms formerly occupied by internes. This space permitted the addition of 48 beds to the tuberculosis division, reducing by that number, the difficult problem of having to care for dozens of extra patients in the narrow public corridors of Pavilion C & D.

The removal of internes from residence quarters in I & K Pavilion to the new administration building, has released to I & K Pavilion Wards additional space for storage of lockers, wheel chairs, and various types of portable apparatus and supplies. The corridors of this building present a much neater appearance and the work of the nurses and employees has been facilitated through this new arrangement.

The opening of the C & D X-ray division has removed the necessity of transporting very ill patients from the Medical pavilion through the long basement tunnel to the old X-ray Division in I & K Pavilion. This improved service reduces hazards and spares fatigue and discomfort to patients.

The opening of the new Physio-Therapy and Occupational Therapy departments in the Administration Building has made these departments more easily accessible for ward patients because of their central location. There is no longer any necessity for patients being transferred to these departments through the public, ground-floor corridors.

In the Out-Patient Department two new clinics were opened—a special cardiac clinic for pre-natal patients and an allergy clinic under the Fourth Medical Division. The expansion of the children's immunization clinic, from a single weekly session to daily sessions; expansion of the children's fracture clinic to include follow-up work previously done on the hospital wards; and consolidation of the Second Division medical and surgical gastro-intestinal clinics, were other changes which involved readjustment of nursing assignments.

The resignation of Miss Josephine Sims as Administrative Supervisor in the Out-Patient Department has necessitated a reassignment of supervisory duties.

HOSPITAL CENSUS

The average daily patient census in Bellevue Hospital for the year 1940 was 2643.4; the highest census, 3059; the lowest census 2234.

Medical and tuberculosis wards have shown greatest overcrowding, but most departments have been forced to care for patients well beyond their normal bed capacity much of the time.

EQUIPMENT AND SUPPLIES

A generous supply of new equipment was received during the year including instruments and miscellaneous types of medical and surgical apparatus used in the care and treatment of patients. In the surgical division all dressing carriages have been equipped with new type solution flasks, which have made possible a simplified technique of caring for the equipment and has reduced breakage. General supplies have been adequate to the needs.

IMPROVEMENTS

Opening of the Administration Building in the Autumn of 1940, has materially improved conditions for the nursing service. In addition to providing the offices, previously mentioned in this report, it has made available to several hundred nurses and employees spacious locker rooms, with lavatories, shower baths and toilets and storage lockers sufficient to take care of the increasing group holding non-maintenance positions.

The central location of the building facilitates communication with all parts of the hospital. The information service, administrative offices, heads of all departments, are more easily accessible to ward services through direct communication and through improved interdepartmental telephone communication.

The central location of schoolrooms, physio-therapy, occupational therapy, social service department, photographic department, enables them to be reached easily, reducing to a minimum the difficulty of transportation of patients to and from these units.

One of the new classrooms in the Administration building has been assigned to the Chest Service and is used for giving instruction in tuberculosis nursing to students and staff nurses. This has released for use of patients the space in Pavilion C & D previously used as a classroom for the tuberculosis service.

NEW RELIGIOUS CHAPELS

The dedication of the three Chapels for the conduct of religious services for members of Catholic, Hebrew and Protestant faiths has restored to Bellevue patients and staff the privilege of Divine worship within the institution. These Chapels are easily accessible from all wards and the nurses have not only cooperated in arranging for patients to attend the services, but have given generously of time, effort and money to promoting interest in Chapel activities.

The nurses played an active part in raising money for the purchase of a very fine organ for the Protestant Chapel. Many members of the staff sing regularly in the three Chapel choirs; others are active in social groups formed about the nucleus of one or another of the Chapels.

SALARY ADJUSTMENT

On January 1, 1941, all staff nurses on minimum salaries who had been employed for a full year and whose work was satisfactory, were given a five dollar per month increase in salary. A uniform rating scale was set up throughout the Department to determine eligibility for this increment. Before the end of the fiscal year a further schedule of increments was passed to go into effect July 1st, 1941. This restoration of increments for staff nurses, head nurses and ward instructors is much appreciated and is expected to promote further stabilization of the staff. However, an extension of the increment system to nurses in higher level positions is also needed.

ACTIVITIES OF NURSING SERVICE

No new departures are shown in the activities of the nursing service during the year. The administrators have continued their efforts to improve the quality of nursing care in Bellevue Hospital by every possible means; to provide for the most equitable distribution of nursing personnel, based on careful analysis of the available staff and the needs of the divisions; to provide opportunity and incentive for staff members to extend their preparation and increase their efficiency through a carefully planned staff-education program; to encourage best possible cooperation between the nursing staff and other departments and groups of workers in the hospital.

RECOMMENDATIONS

The most urgent needs of the Schools of Nursing have already been presented. Further delay in making provision for suitable residence and educational facilities will seriously handicap the school in its attempt to carry forward a desirable program. At times like these when there is real need to prepare more nurses, Bellevue with its rich clinical resources and potential educational opportunities, should not be permitted to fail in assuming its rightful responsibility because of lack of the necessary physical facilities.

It is recommended, therefore, that early action be taken to provide these essential accommodations.

ACKNOWLEDGMENT

We are grateful to the Managers for the interest they have shown in all the problems of the Schools and Nursing Service. Their sympathetic understanding of our needs, their willingness to help solve the difficulties that arise, their eagerness to push forward to new goals and to encourage our efforts and defend our interests, have meant more than can be expressed in words. So much of the success our Schools have had is traceable to this steadfast support, to the vision, energy, and generosity of the Board.

We acknowledge with gratitude the guidance and cooperation of Miss Manley, Director of the Division of Nursing of the Department of Hospitals, in helping us to meet our problems, and in the formulation of plans for the schools and nursing service.

To Dr. Jacobs, Medical Superintendent, and his deputies, to the Administrative offices of the various departments of the hospital, we extend sincere thanks for their unfailing willingness to give assistance and counsel, and their readiness at all times to cooperate in carrying forward the work of the school and nursing service.

To the members of the nursing staff, who during the past year have carried on so courageously in spite of many difficulties; to the students and Faculty whose loyalty and fine achievement have contributed to the success of the schools, we owe a particular debt of gratitude.

This report is respectfully submitted to the Board of Managers.

BLANCHE E. EDWARDS,
*Director of the Bellevue Schools of Nursing and
 the Nursing Service of Bellevue Hospital.*

ANNUAL REPORT OF NURSING PERSONNEL

July 1, 1940 — June 30, 1941

TOTAL NUMBER OF NURSES IN SCHOOL—JUNE 30, 1941:

Graduate Nurses—General Service	683
Graduate Nurses—Psychiatric Service.....	273
Unfilled Nursing Positions—General Service.....	96
Unfilled Nursing Positions—Psychiatric Service...	23
Student Nurses—Bellevue	298
Student Nurses—Mills	75
Freshmen Students—Bellevue	0
Freshmen Students—Mills	0
Affiliating Students—Bellevue	218
Affiliating Students—Mills	36
Bellevue Students—Leave of Absence.....	9
Mills Students—Leave of Absence.....	11
Total	1,603

GRADUATE NURSES—GENERAL SERVICE

Total Resignations	225
Total Appointments	195
Total Days Illness	8,955
Total Days Absence	1,424
Total Days Vacation	17,815
Total Dismissals	6
Total Deaths	1

GRADUATE NURSES—PSYCHIATRIC SERVICE

Total Resignations	83
Total Appointments	62
Total Days Illness	3,594
Total Days Absence	1,014
Total Days Vacation	6,772
Total Dismissals	1
Total Deaths	0

STUDENT NURSES—BELLEVUE

Total Students admitted	144
Total Pre-clinical students rejected	10
Total Pre-clinical students withdrawals.....	10
Total Resignations	11
Total Dismissals	9
Total Suspended	2
Total Course Completed	84
Total Deaths	0
Total Days Illness	2,409
Total Days Absence	202
Total Days Vacation	8,455

STUDENT NURSES—MILLS

Total Students admitted	40
Total Pre-clinical students rejected	5
Total Pre-clinical students withdrawals	8
Total Resignations	2
Total Dismissals	1
Total Suspended	1
Total Course Completed	23
Total Deaths	0
Total Days Illness	675
Total Days Absence	221
Total Days Vacation	2,634

AFFILIATING STUDENTS—BELLEVUE

Total New Students admitted	519
Total Resignations	5
Total Dismissals	4
Total Suspended	0
Total Course Completed	385
Total Days Illness	1,907
Total Days Absence	199

AFFILIATING STUDENTS—MILLS

Total New Students admitted.....	41
Total Resignations	2
Total Dismissals	1
Total Suspended	0
Total Course Completed	47
Total Days Illness	529
Total Days Absence	75

TOTAL OF SCHOOL AND NURSING SERVICE

Total Days Illness	18,069
Total Days Vacation	35,676
Total Days Absence	3,135
Total Appointments	1,001
Total Resignations	328
Total Dismissals	22
Total Course Completed	539
Total Under Suspension	3
Total Deaths	1
Total Rejections Pre-clinical Students.....	15
Total Withdrawals Pre-clinical Students.....	18

BELLEVUE SCHOOLS OF NURSING
GRADUATING EXERCISES

Thursday, March Sixth, 1941

8:30 P. M.

CHAIRMAN—WILLIAM F. JACOBS, M. D.

Medical Superintendent, Bellevue Hospital.

INVOCATION—REV. E. M. VARGLIEN, O. Carm.

Chaplain, Bellevue Hospital.

PRESENTATION OF GRADUATING CLASS

MISS BLANCHE E. EDWARDS

Principal, Bellevue Schools of Nursing

CONFERRING OF DIPLOMAS

MRS. HENRY JAMES

President, Board of Managers, Bellevue Schools of
Nursing.

ANNOUNCEMENT OF AWARDS

MISS EDWARDS

ADDRESS—MRS. RUSTIN MCINTOSH

Headmistress, Brearley School

BENEDICTION—REV. E. M. VARGLIEN, O. Carm.

BELLEVUE SCHOOL OF NURSING

1941 GRADUATING CLASS

DORIS M. ALLSHOUSE Phillipsburg, N. J.	BETTY COHEN Louisville, Ky.
MOLLY W. ARMEL New York, N. Y.	HEROMINA P. CYRON Elizabeth, N. J.
REGINA EILEEN BECKINGHAM Jackson Heights, L.I., N.Y.	MARY D'AMICO Merrick, L. I., N. Y.
TESSIE BOBRICK New York, N. Y.	JANE CAROL DE LA MONTAIGNE New York, N. Y.
RUTH BREITMAN Freehold, N. J.	HELEN E. DILLEHUNT Decatur, Ill.
EDITH A. BRODY New York, N. Y.	DOROTHY ANNE DAVIS New York, N. Y.
GRACE BUGDENOVICH Worcester, Mass.	ANNA DUBATOWKA Norwich, Conn.
NELLIE B. BUROCK Gilberton, Pa.	ANN THERESE DUBYK White Plains, N. Y.
MARY C. CAPOZZI Johnsonburg, Pa.	ELEANOR RETA DURYEA Port Jervis, N. Y.
ELIZABETH ANN CARR Brooklyn, N. Y.	EDITH ELIZABETH DYER New London, Conn.
JAYNE S. CARUSO Brooklyn, N. Y.	SYLVIA C. ELEVITZKY Bronx, N. Y.
MARGARET J. CHAAB Port Henry, N. Y.	FLORENCE ENTE New York, N. Y.
ANN CHAST New York, N. Y.	AGATHA EVASKITIS Duryea, Pa.
ANNE J. CHESKA Staten Island, N. Y.	EDITH ALBERTA FECHT New York, N. Y.
AGNES C. CHRESTIAN Jamesport, L.I., N. Y.	MIRIAM R. FELDMAN New York
ADRIENNE M. CHRISTOPHER East Hampton, Conn.	MARGARET BERNADETTE FENNING Philadelphia, Pa.
ROSE HELEN CINDRIC Pittsburgh, Pa.	MATHILDA J. FOX Newark, N. J.

- RIVA ROSE GAYNOR
Brooklyn, N. Y.
- SYLVIA GINSBERG
Brooklyn, N. Y.
- MARIE R. GLANDER
New York, N. Y.
- FLORENCE C. GLEICH
South Fallsburg, N. Y.
- ALICE MARY GUZEWICZ
Southampton, L. I., N. Y.
- MARY V. HENCHECK
Simpson, Pa.
- ANASTASIA HENNESSEY
New York, N. Y.
- ANNA HOLLISTER
Binghamton, N. Y.
- JANE B. HRYHORCZUK
New York, N. Y.
- SOPHIA M. HYLWA
Shelton, Conn.
- DOROTHY JUEL JOCKERS
College Point, N. Y.
- BETTY JONES
Scranton, Pa.
- PHYLLIS KAROSUS
Carbondale, Pa.
- SYLVIA V. KESTENBAUM
New York, N. Y.
- VIOLA MARY KIEDA
Newark Valley, N. Y.
- JANE KINTNER
New York, N. Y.
- HELEN KOPZLAK
New York, N. Y.
- JOAN R. KOPNICKY
Stratford, Conn.
- KATHRYN F. KOVELKOSKI
Nutley, N. J.
- JANE B. KOWALCYK
Port Chester, N. Y.
- IRENE M. KUCHARSKI
Norwich, Conn.
- ANNA LABONOK
New York, N. Y.
- VERNE BARBARA LABOSKY
Shenandoah, Pa.
- MARGUERITE M. LAMBERTSEN
North Plainfield, N. J.
- BETTY LORRAINE LAUTERBORN
Richmond Hill, L. I., N. Y.
- SIBYL JEROME LEACH
Elmira, N. Y.
- ANNA LEBOWITZ
New York, N. Y.
- FRIEDA FRANCES LIFSHITZ
Brooklyn, N. Y.
- VERA H. LIGMANOWSKI
Bronx, N. Y.
- DORIS LOUISE McWILLIAMS
Westfield, N. J.
- IRENE P. MANDEL
New York, N. Y.
- G. ELIZABETH MARSHALL
Bay Shore, L. I., N. Y.
- BARBARA M. MASON
South Tamworth, N. H.
- LILLIAN DORIS MEADE
Phillipsburg, N. J.
- LOUISE MACDONNALD MEADOWS
New York, N. Y.
- ANNA MECCA
Dunmore, Pa.

CLAIRE A. MENARD
Spencer, Mass.

DORIS E. MICHEL
Chatham, N. Y.

PAULINE A. MILLER
Williamsport, Pa.

JANE C. MORRISON
Carbondale, Pa.

DOROTHY E. MULCARE
Schenectady, N. Y.

DOROTHY W. NELSON
New York, N. Y.

HELEN M. NORTHAM
Port Leyden, N. Y.

MARGARET ANNA OWENS
New York, N. Y.

LOIS HELENE PARRY
Woodside, L. I., N. Y.

ANNA JOACHIM PELOSI
Portland, Me.

LADISLAVA POSTASKI
Passaic, N. J.

LILLIAN AMY PROSAK
New York, N. Y.

DORIS IRENE RASMUSSEN
Bellerose, L. L., N. Y.

CYNTHIA RESCH
Massapequa, L. I., N. Y.

ANN ELIZABETH RIFFLE
Phillipsburg, N. J.

SYLVIA SALANT
New York, N. Y.

ANNA SLOMINSKI
New York, N. Y.

MARY SUPER
Hazleton, Pa.

RUTH TEN BROECK
New York, N. Y.

MALVA THARP
Brevard, N. C.

HJORDIS THURESSON
New York, N. Y.

NADIA TICHY
New York, N. Y.

THERESA HELEN TOMKO
Maspeth, L. I., N. Y.

MARIE LOUISE VAN KEUREN
Liberty, N. Y.

ALBERTA FLORENCE WARD
Moravia, N. Y.

HELEN F. WETSTEIN
Mamaroneck, N. Y.

ANN YEVIK
Berwick, Pa.

DOROTHY ZIMMERMAN
Bronx, N. Y.

MILLS SCHOOL OF NURSING

Class of 1941

CARMINE J. CALITRI
New Canaan, Conn.

ARMAND J. COURCHAINE
South Swansea, Mass.

JOSEPH EARL DEBORD
Garner, Iowa

MORRIS JACK GRUBERG
Pittsfield, Mass.

ALFRED M. HELBACH
Elmer, N. J.

CHARLES HERoy
Beacon, N. Y.

ROBERT L. KASSEL
New York, N. Y.

FRANCIS CHARLES LAWSON
Brocton, N. Y.

WILLIAM KENNETH LEASA
Belleville, Pa.

ABRAHAM MARK
Brooklyn, N. Y.

KURT H. NORK
Milford, Pa.

RAYMOND J. RABIDEAU
Duluth, Minn.

MICHAEL P. RESETER
Perth Amboy, N. J.

ERSEL VERNON RICH
Westfield, Ind.

HAROLD ROWE
Cumberland, Md.

G. THOMAS SAMARTINO
Hartford, Conn.

EDWARD F. SZCZEPANIAK
Webster, Mass.

JOHN F. TALARICO
Carlisle, Pa.

STEPHEN TARAS
Maspeth, L. I., N. Y.

FREDERICK H. WESCOE
Allentown, Pa.

ROBERT ABNER WESTON
Lansford, Pa.

RICHARD WILLIAM WILLETTE
Chilton, Wis.

FREDERICK H. WINTERMUTE
Moosic, Pa.

MILTON YALOWITZ
New York, N. Y.

EWALD ROBERT YOUNGBLUT
Dolgeville, N. Y.

BELLEVUE AND MILLS SCHOOLS PRIZES AND AWARDS—CLASS 1941

The Lavinia Dock prize, a cash award of \$25, named in honor of one of the most distinguished graduates of the Bellevue School of Nursing, presented annually by the Board of Managers to the young woman of the graduating class who has attained the highest scholastic average in class work, has been earned by

DOROTHY MULCARE

A similar award, known as the Mrs. Whitelaw Reid prize, named in honor of a daughter of the founder of Mills School, who for forty-six years served as a member of the Board of Managers, awarded to the man in the graduating class who has achieved the highest scholastic average, goes to

THOMAS SAMARTINO

The following members of the Class are entitled to honorable mention for their superior scholastic standing: (The names are presented alphabetically, not in the order of their scholastic ratings.)

RUTH BREITMAN
MARY CAPOZZI
ROSE CINDRIC
JANE DE LA MONTAIGNE
JOSEPH DE BORD
DOROTHY DIVIS
ANNA DUBATOWKA
EDITH DYER
FLORENCE ENTE
AGATHA EVASKITIS
EDITH FECHT
ROBERT KASSEL

DOROTHY KINTNER
JANE KOWALCYK
BETTY LAUTERBORN
BARBARA MASON
DORIS McWILLIAMS
ANNA PELOSI
LADISLAVA POSTASKI
LILLIAN PROSAK
RAYMOND J. RABIDEAU
JOHN TALARICO
HJORDIS THURESSON
THERESA TOMKO

Two cash awards of \$25 each, known as the Mrs. William Preston Griffin prizes, are presented annually by the Board, to the two women of the graduating class who have achieved the highest rating in actual nursing performance.

From the senior section of the class, the graduate selected for this award is

HJORDIS THURESSON

From the junior section of the class, the prize for best bedside nursing has been won by

GRACE BUGDENOVICH

The D. O. Mills prize of \$25, likewise given annually by the Board, goes to the man in this class who has attained the highest rating in bedside nursing. This award goes to

ERSEL RICH

The following members of the class are given honorable mention for excellence in bedside nursing: (Again the names are presented alphabetically.)

ROSE CINDRIC
JANE DE LA MONTAIGNE
ELEANOR DURYEA
EDITH DYER
AGATHA EVASKITIS
MARIE GLANDER
ALICE GUZEWICZ
ALFRED HELBACH
MARY HENCHECK
ANASTASIA HENNESSEY
CHARLES HERoy
DOROTHY JOCKERS
PHYLLIS KAROSUS
ROBERT KASSEL
JOAN KOPNICKY

IRENE KUCHARSKI
MARGUERITE LAMBERTSEN
BETTY LAUTERBORN
BARBARA MASON
IRENE MANDEL
DOROTHY MULCARE
DOROTHY NELSON
ANNA PELOSI
DORIS RASMUSSEN
ANN RIFFLE
HAROLD ROWE
THOMAS SAMARTINO
JOHN TALARICO
STEPHEN TARAS
HELEN WETSTEIN

Each year, at the time of graduation, the Board presents a cash prize of \$25 to the second-year student in either of our schools who has achieved the highest efficiency rating in bedside nursing. This award, the Isabel Hampden Robb prize, has been won by

KATHLEEN ARCHDEACON

During the past year, the Bellevue Student Association decided to give some special recognition annually to the member of the graduating class whose contribution to the School, based on interest, loyalty, example, and effective participation in the various school activities, is deemed most outstanding. The token of this recognition is the Bellevue School of Nursing pin, which it is my pleasure to present, for the first time, on behalf of the Student Association to the member of the class who the Student Committee has selected for this honor

DORIS ALLSHOUSE

In the past, the Alumni organization of the Mills School of Nursing for Men has, through various means, demonstrated its interest and desire to encourage high standards of scholarship and performance in the student group. Again this year, this organization honors the two members of this class who have ranked first in scholastic standing and in the quality of bedside nursing by awarding to each of them a Mills School pin.

HARLEM SCHOOL OF NURSING

Annual Report 1940-41

To the Board of Managers of the Harlem School of Nursing:

It is with pleasure and pride that I present the report of the School for the year 1940-41. The year has been a very quiet and constructive one.

THE SCHOOL OF NURSING

STUDENT BODY

The student body members 96. It is divided as follows:

First year22 plus 17 preliminary students

Second year ..35

Third year ...22

A total of 37 students were admitted to the School during the year.

Thirty-two completed the course.

The graduation exercises were held on February 7th of this year in the Mother Zion A. M. E. Church. Mrs. Franklin Delano Roosevelt was the guest speaker. Twenty-two student nurses were graduated.

HEALTH PROGRAM

There is no essential change in our Health Service program for students. As heretofore, complete physical examinations are done on all students on admission to the School, before affiliations, and whenever indicated. Chest x-rays are done on all new students, students going on affiliations and on those returning from Sea View affiliations. Periodic examinations are repeated for all students every four months.

CURRICULUM

The curriculum comprises a total of 1,239 theory nursing hours, covering a period of 156 weeks, including a 12 weeks vacation and 4 weeks health allowance. The time is divided as follows:

Freshmen term.....	24 weeks, 578 theory hours
	128 practice assignment hours in the hospital
Sophomore term	36 weeks, 277 theory hours
	32 weeks in the hospital
Junior term	42 weeks, 224 theory hours
	38 weeks in the hospital
Senior term	54 weeks, 160 theory hours
	50 weeks in the hospital

Affiliations have been continued with Sea View Hospital, Willard Parker Hospital and Bellevue Psychiatric Hospital. A two months' affiliation with Henry Street is also given as an elective.

During the year 1940-41, the programs conducted for clinical instruction attempted to correlate theory and practice in all subjects. Weekly meetings were held with the ward instructors to discuss and plan forms of instruction that were to be used in obtaining better correlation.

Under the guidance of the staff, the following activities have been carried on: Basketball, Drama, Knitting, Sewing, Library, and Garden Planting. The Glee Club is under the direction of Mr. Oliver Simms this fall.

The Accrediting Committee of the National League of Nursing Education paid us a visit on the fourth, fifth, and sixth of September and accredited our School. The fee of \$250 was paid by the Board of Managers. The Committee making the survey were: Miss Adelaide Mayo, Chairman, Miss Ackley, Miss Pfeifer and Miss Mathias. The group was kind and considerate and we, as a staff, feel that we have gained much by the close check-up.

The Board of Managers have held their meetings twice a month and visited frequently on the wards. Organized classes on various cultural subjects have been planned and given to the student body by several members of the Board.

NURSING SERVICE

We have had no special problems relating to the employment of nurses.

There were 172 resignations in 1940.

There were 208 appointments in 1940.

The 1940 Budget granted us 41 new nurse positions, 3 attendant positions and 2 hospital-helper positions. These were allowed because of new activities and an increase in the bed capacity from 640 to 763 patients.

Group nursing was established this year. During the period from April 1st to July 1st, 6 nurses were assigned for two complete tours of duty. The procedure followed is: From one to four ill patients are assigned to each group nurse through the Deputy Medical Superintendent and the Nursing School office, upon the recommendation of the medical staff. The twenty-four hour assignment is made before 2:30 p. m. daily. On December 1st of this year, 71 months again were granted us for three complete tours until July 1, 1941. We have found this nursing service convenient and helpful.

The average daily census for the year was 750. The highest census was reached on May 6th,—806; the lowest,—676 on April 21st. We have had no marked problems concerning the variation in the patient load except that we are over-crowded on some of our wards.

The nursing service to patient has improved this year, as manifested by a contented staff and few patient complaints. The staff are very educationally minded and under the supervision of Mrs. Henrietta Farrar have had a very well-planned program. More than one hundred nurses attend one of the universities or colleges in the city.

CONTRIBUTIONS

The Board of Managers contributed \$250 for national accreditation of the school of nursing; paid \$20 for a bus to carry the students to and from the Florence Nightingale services in May, and gave \$35 at Christmas to help trim the trees.

A fund left in trust to the Harlem Hospital was drawn upon this year for \$50 for the children's Christmas. This money we were able to use for buying necessary supplies. The nurses of Harlem Hospital contributed to the American Red Cross \$20.50 in June and \$68.25 in December.

RECOMMENDATIONS

It is recommended:

1. That the supervisors be granted living-out positions. For several years, a few of the staff nurses have enjoyed the privileges of having their homes on the outside of the hospital, while the supervisors were obliged to live in the nurses' home. As there is no demand on a supervisor's time after her hours of duty are completed, there should be no reason why she could not live away from the hospital.
2. That a full-time position be granted to the school for a competent person to be in charge of the extra-curricular activities of the school of nursing. The activities at the present time are not well organized, although several persons offer their services.
3. That the science laboratories of the nursing school be established at Harlem Hospital. For several years the Harlem students have gone to the Central School at Lincoln Hospital for instruction in the pre-clinical sciences. While the arrangements between the two

schools are satisfactory at the present time, yet it is difficult for the students to commute daily for classes. The establishment of the science laboratories at Harlem would create the need for some new equipment, new instructors and physical plant changes.

ACKNOWLEDGMENTS

We wish to thank the Board of Managers of the Harlem School of Nursing and the City Hospital Administration under Commissioner Rappleye and Commissioner Goldwater for their active interest and helpful council during the year.

Respectfully submitted,

MARY PAULINE HARTY, R. N.,
Superintendent of Nurses.

HARLEM HOSPITAL SCHOOL OF NURSING
GRADUATING CLASS 1941

VIOLA MARGARET ARTSEN, New York
WILLIEMAY BRADLEY, New York
VIRGINIA ELIZABETH BRAY, New York
RUTH ANNA BROOKS, Texas
MAYME BEATRICE BRUCE, Virginia
ADA CLYDE CAREY, New Jersey
ELLALEEN IMELDA CARRINGTON, British West Indies
CINEY MAY EASTMAN, Virginia
WINIFRED EVANS, Pennsylvania
PECOLA GEORGE, Alabama
JULIA MAE GILBERT, Georgia
RITA MONTELL HAZEL, New York
JOSEPHINE ETTA HOLLOWAY, New York
JOSEPHINE ETTA JONES, Pennsylvania
MARGARET LOUISE LAWSON, Pennsylvania
GRACE ELIZABETH MARR, Pennsylvania
RUBY LEE MARTIN, Mississippi
ENA BRUNETTE ROSE, Panama, Canal Zone
MARY VIVIEN SHORTS, Pennsylvania
KATHLEEN NORMA STOREY, New York
PHYLLIS JEANETTE TILLMAN, Ohio
HELEN BERNICE WHITE, New York

HARLEM SCHOOL OF NURSING

AWARDS — GRADUATION 1941

GENERAL AVERAGE OF ENTIRE CLASS.....88%

I. HIGHEST SCHOLASTIC AVERAGE\$50.00

Given by the Athletic Association of the
Harlem School of Nursing.

AWARDED TO: MISS KATHLEEN STOREY....93%

Honorable Mention:

MISS VIOLA ARTSEN 92%

MISS GRACE MARR 92%

MISS PHYLISS TILLMAN 92%

II. HIGHEST PROFICIENCY IN BEDSIDE CARE.....\$25.00

Given by Mrs. George McLachlon and Mrs.
Gladys Chabot in memory of their father, the
late Dr. John F. Connors for many years
Surgical Director of Harlem Hospital.

AWARDED TO: MISS RUBY EDWARDS.....94%

Honorable Mention:

MISS WINIFRED EVANS 92%

MISS PHYLISS TILLMAN 92%

III. BEST HEALTHMedal

Given by the Gamma Delta Sorority.

AWARDED TO: MISS LAURA HOLLOWAY

IV. BEST ALL AROUND NURSE\$25.00

Given by the members of the Harlem Hospital
Medical Board.

AWARDED TO: MISS GRACE MARR

V. HIGHEST AVERAGE IN GYNECOLOGY

TO THE STUDENT IN SENIOR CLASS WHO HAS
DONE BEST WORK.

AWARDED TO: MISS EDITH BRADSHAW.....95%

Sixty-Eighth Annual Report

OF THE

Bellevue Training School for Nurses

1941

CERTIFICATE OF INCORPORATION

The Training School for Nurses

The undersigned citizens of the State of New York and of the United States of America, all being of full age, desire to form a charitable society under the Act of the Legislature of the State of New York, passed in the year 1848, entitled, "An Act for the incorporation of benevolent, charitable, scientific and missionary societies," and the acts amendatory thereof, do make and file this certificate:

ARTICLE I. The name by which this society shall be known is "The Training School for Nurses."

ARTICLE II. The object of this society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

ARTICLE III. The number of directors of this society shall be ten, who shall be for the first year Mrs. W. H. Osborn, Mrs. Robert Woodworth, Mrs. William Preston Griffin, Mrs. Lucius Tuckerman, Miss A. H. Woolsey, Miss Ellen Collins, Miss Julia Gould, Mr. Henry G. Stebbins, Mr. Chandler Robbins, Dr. W. G. Wylie.

ARTICLE IV. The principal place of business of this society shall be in the City and County of New York.

Dated, New York, February 2, 1874.

ELIZABETH C. HOBSON, *President*,
VIRGINIA R. OSBORN,
ALLINE P. WOODWORTH,
ABBY HOWLAND WOOLSEY,
ELIZA WOLCOTT TUCKERMAN.

STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } ss.:

On this second day of February, 1874, before me personally appeared Elizabeth C. Hobson, President; Virginia R. Osborn, Alline P. Woodworth, Abby Howland Woolsey, and Eliza Wolcott Tuckerman, five of the above named incorporators, to me known to be the same persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

S. B. GOODALE,
Notary Public (23),
New York County.

(SEAL)

Filed May 9, 1874.

STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } ss.:

I, William J. McKenna, clerk of the said City and County, and clerk of the Supreme Court of said State of said County, do certify that I have compared the preceding with the original certificate of incorporation of The Training School for Nurses, filed May 9, 1874, on file in my office, and that the same is a correct transcript therefrom, and the whole of such original. In witness whereof, I have hereunto subscribed my name, and affixed my seal this 7th day of March, 1892.

WM. J. MCKENNA, *Clerk.*

By order of Court, name changed to

THE BELLEVUE TRAINING SCHOOL FOR NURSES

April 14, 1903.

CONSTITUTION and BY-LAWS *of* BELLEVUE TRAINING SCHOOL FOR NURSES

ARTICLE I.

The name by which this Society shall be known is The Bellevue Training School for Nurses.

ARTICLE II.

The object of this Society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

BY-LAWS

I. MEMBERSHIP.

The Society shall consist of Honorary and Active and Supporting Members.

Honorary Members shall be elected by the Board of Managers for valuable aid or important service rendered to the School.

Active Members shall be those who serve on the Board of Managers.

Supporting Members shall be those who make an annual subscription.

II. BOARD OF MANAGERS.

The Board of Managers shall be the same persons as those appointed to the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

No member of the Board of Managers shall receive any compensation for services rendered.

III. REPORTS.

The Board of Managers shall keep Minutes of its meetings and shall make an Annual Report to the Department of Hospitals.

IV. MEETINGS.

The Board of Managers of the Bellevue Training School for Nurses shall hold an Annual Meeting in March or April and such other meetings as may be called by the President, Five members shall constitute a quorum.

V. OFFICERS.

The officers of the Society shall be a President, an Executive Vice-President, a Second Vice-President, a Secretary, a Treasurer and an Assistant Treasurer. They shall be elected annually by a two-thirds vote by ballot of the Board of Managers, from among its members, with the exception of the Assistant Treasurer, who need not be a member of the Board of Managers. In case of the death or resignation of an officer, a successor for the remainder of the year may be elected by a two-thirds vote by ballot of the Board of Managers at any regular or special meeting of the Board, two weeks notice in writing having been given by the President or the Secretary.

VI. NOMINATING COMMITTEE.

There shall be a Nominating Committee for officers, consisting of three members of the Board of Managers, named by the President, who shall prepare and submit a ticket annually to the Board. This ticket must be submitted in writing to each member two weeks before the annual meeting of the Board of Managers.

VII. PRESIDENT.

The President shall preside at all meetings of the Board of Managers, and shall call special meetings at her discretion, or upon the written request of three members of the Board. The President shall appoint all special and sub-committees. The President may delegate any or all of these duties to the Executive Vice-President, subject to approval by the Board of Managers.

VIII. VICE-PRESIDENT.

The Executive Vice-President shall in the absence of the President, perform the duties of the President. She shall also perform such other duties of the President as the President shall delegate to her, subject to approval by the Board of Managers.

IX. SECRETARY.

The Secretary shall perform the duties usually appertaining to this office.

X. TREASURER.

The Treasurer shall keep all the accounts of the Board of Managers and render a monthly statement. An Assistant Treasurer may be appointed by the Board of Managers when found necessary.

XI. BY-LAWS.

These By-laws may be amended by a two-thirds vote at the annual meeting of the Society, due notice being given in writing.

MINUTES OF THE BOARD OF MANAGERS ANNUAL MEETING

The Annual Meeting of the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses was held on Friday, April 18, 1941 at 10:30 A. M. at 440 East 26th Street, New York City.

President: Mrs. James, in the Chair.

Mrs. Auchincloss	Mrs. Hoyt
Miss Potter	Mrs. Mason
Mrs. Ballantine	Mrs. Aldrich
Mrs. Kennedy	Mrs. Loeb
Mrs. Dulles	Mrs. Forsyth
Mrs. Emmet	Mrs. Burlingham
Mrs. Franklin	Mrs. Beale
Mrs. Ferrer	Mrs. Ferguson
Mrs. Koehler	

The Minutes of the last Annual Meeting were read and on motion approved.

The Treasurer's report for the six months December 31, 1939 to June 30, 1940 was read and on motion accepted and ordered filed.

The following Resolution was moved, seconded and passed: **RESOLVED**, That the Treasurer is hereby authorized to print, in her discretion, the financial report from July 1940 to June 1941 in the Annual Report previous to its acceptance by the Board which will occur at its next annual meeting.

The following Resolution was moved, seconded and passed: **RESOLVED**, That the Osborn Hall Committee and the officers of the Board are authorized to make any decisions and to sign any papers that may be necessary in connection with legal matters pertaining to Osborn Hall and adjacent property during the summer months when regular meetings of the Board are not held.

The following Resolution was moved, seconded and passed: **RESOLVED**, That the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses does hereby ratify, approve, and confirm all acts performed by the officers, agents, and representatives of the Bellevue Training School for Nurses pursuant to authorization of the Board of Managers of the schools of nursing of Bellevue and Allied Hospitals, and grants to them the same force and effect as if

they had been authorized by the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses.

The Annual Report of the Osborn Hall Committee was read by Mrs. Auchincloss in the absence of the Chairman, Mrs. Osborn, and was accepted. The financial report of Osborn Hall was presented by the Treasurer, including a comparative statement for the years 1939 and 1940. This was on motion accepted. The President asked Mrs. Forsyth to take the chair during nominations.

The report of the Nominating Committee was called for. This Committee, previously appointed by the President with Miss Potter as Chairman and Mrs. Webb and Miss Maynard, submitted the following ticket:

President	Mrs. Henry James
Executive Vice-President.....	Mrs. J. Howland Auchincloss
Second Vice-President.....	Miss Louise Iselin
Secretary	Mrs. Winthrop W. Aldrich
Treasurer	Mrs. George S. Franklin
Assistant Treasurer.....	Mrs. Lansing P. Reed

On motion duly made and seconded, the Secretary was instructed to cast one ballot for the entire ticket which was duly elected.

There being no further business, the meeting was adjourned.

HARRIET ALDRICH, *Secretary.*

REPORT OF THE OSBORN HALL COMMITTEE

1940-1941

The Committee is glad to report that with the completion of the program for major repairs and renewals authorized in 1938, Osborn Hall is now operating under normal conditions, and its finances are on a sound basis.

Certain work, such as new furniture for the Assembly Room and Reception Halls, and for the fifty-three rooms rented to the city, and the changing where possible of double into single rooms, is under consideration and will gradually be undertaken. Costs will be met through the current expense and depreciation accounts.

The large room opposite the Manager's Office, for several years enjoyed as a Game Room, has been rented. A ping-pong table

and game tables have been installed in the Assembly Room. These are constantly in use and add a cheerful atmosphere, but it leaves less opportunity for a quiet place in which guests may meet and talk with friends or receive callers, as there is only one other small reception room.

A varied number of activities are carried on—a few are mentioned by way of illustration:

Monthly Alumnae Meetings—light refreshments served.

The Alumnae Association gave a most successful Tea for the Graduating Class.

Weekly meetings of the Osborn Hall Committee of the British War Relief Society. This Committee was organized in November, 1940 and has, at present, a membership of 120 regular workers. More than 350 articles have been completed since the first meeting.

Three parties with light refreshments and dancing have been given for the British Seamen. The party during Christmas week, directed by the knitting group in Osborn Hall, was particularly successful; approximately seventy officers and young sailors attended.

Especially pleasant was a spontaneous welcome to Miss Mary E. Wadley of the Social Service, who was spending a few days in New York.

Small groups held Class Reunions, Social Service Teas, Receptions to heads of departments, in welcome or to honor them when leaving. Dances given by the Bellevue Chest Service for the benefit of Nurses and Doctors who are patients on the service.

ROOM RENTALS

Room receipts have been one per cent less in 1940 than in 1939. This slight decrease was expected, as it has been increasingly difficult to rent the fourteen double rooms on a permanent basis due to recent small and inexpensive apartments in the neighborhood, which enabled two or more nurses to share an apartment, dividing costs of rent and maintenance.

It is interesting to note that in several cases nurses have returned after a year, finding the responsibility and expense and the time housekeeping exacted not worth the advantages, and missing especially the telephone convenience in calls and messages left at the desk at Osborn Hall, with the assurance that they would be accurately delivered.

There is practically always a waiting list for single rooms. Some from this list are accommodated in double rooms until vacancies occur in single rooms.

DINING AND COFFEE ROOMS

Increased use of these restaurant facilities have offset the loss in room rentals. 13,000 more meals have been served in 1940 than in 1939, each month showing gain over the corresponding month of the year before. Individual orders and checks are still small, as few can afford elaborate meals. Mid-day lunch facilities are taxed beyond capacity. If the number of New York University doctors and students and Bellevue nurses continue to increase, the service and number of tables must be enlarged to meet the demand. This will be given careful consideration by the Manager and Committee. It is felt that the attendance is due not only to clean and good food at minimum cost, but to the pleasant surroundings which, despite overcrowding, nearby eating places do not offer, and for which many express their appreciation.

In addition to routine meals and service, the Restaurant meets requests for special use, a few examples of which are given:

Twice weekly, space is reserved for Medical Fraternity groups of New York University. These vary from 20 to 35. Dinners for small medical groups, followed by illustrated talks in the Assembly Room. Luncheon given by the Convention for the International Association of Medical Museums for 67 members attending lectures that date at Bellevue. This was served in the Assembly Room so as not to interfere with the regular noon meals. Light supper sent once a month to the New York University Laboratory, next door to Osborn Hall, as a convenience to the Doctors of the Tuesday Evening Clinic.

THE SHOP

This continues to render needed and useful service in supplying articles in demand, and through the rental and sale of books. It fully meets operating costs and any surplus reverts to the General Account of Osborn Hall.

It has been a year of accomplishment in many ways, especially in the reorganization of several departments in the interest of increased efficiency and economy.

To the Manager, Miss Marion Smith, the Committee give their sincere thanks and their appreciation of her cheerful and unstinted effort and cooperation, and also to her loyal and hard-working staff, to whom much of the friendly atmosphere at Osborn Hall is due.

FINANCES.

Lack of space prevents a full and detailed presentation. Quarterly reports of the Auditor have been regularly submitted to the Treasurer of the Bellevue Training School, and monthly statements rendered to the Board of Managers. Duplicates are on file and available at the office of the Manager at Osborn Hall.

Respectfully submitted,

OSBORN HALL COMMITTEE

MRS. WILLIAM CHURCH OSBORN,

Chairman

MRS. GEORGE FRANKLIN

MRS. J. HOWLAND AUCHINCLOSS

MRS. HARRY FORSYTH

MRS. JOSE FERRER

EDITH NORTHCOTE FUND

During the past year, the Edith Northcote Fund has provided seventeen bus trips for the benefit of the Bellevue and Mills School students. Fifteen outings were made to Jones Beach and two to Bear Mountain. In all, over 650 students took part in these trips, which they much enjoyed.

The Fund continued to provide the salary for Dr. Stearns as Chest Specialist and Consultant on tuberculosis problems among our nurses. This work has proved of great value to the Health Program, in making early diagnoses and giving regular examinations.

Since 1931, it has been the practice of the Edith Northcote Fund to advance to the Auxiliary of the Tuberculosis Division of Bellevue Hospital a varying amount each year to assist in the care of nurses undergoing treatment at sanatoria. Part of these expenses have been settled by City Compensation and the Auxiliary has returned to the Fund the sum of \$1,901.81, which represents this rebate.

In the future, all payments towards the maintenance of Bellevue nurses at sanatoria will be made directly from the Fund, and, when such cases receive City Compensation, these advances will be repaid.

During the past year, five cases have received assistance towards maintenance at sanatoria.

The Fund has also financed certain much-needed alterations and improvements to the room used by the Health Service.

JOAN FORSYTH,

Treasurer, Edith Northcote Fund

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS OF THE GENERAL FUND CHECKING
ACCOUNT FOR THE YEAR ENDED JUNE 30, 1941

Balance June 30, 1940

In bank	\$ 4,500.76	\$
Petty cash funds	400.00	4,900.76

RECEIPTS

Income		
Dues	300.00	
Donations	850.00	
Special donations	54.00	
From Osborn Hall	1,000.00	
From invested funds		
General Fund	\$3,523.46*	
Mrs. William Preston Griffin Fund	24.00	
Rent from New York City	19,500.00	25,251.46

Other Receipts

Transferred from Edith Northcote Fund	1,816.68	
Refund—water expense—Osborn Hall	215.71	
Refunds from Educational & Recreational Fund on account of salaries advanced for that fund	4,916.07	
Refund on advance for installation of locks—Bellevue House	132.00	7,080.46

Total Receipts	32,331.92	
	37,232.68	

DISBURSEMENTS

Expenses		
Salaries—Physical education		\$ 2,365.00
Salaries—Recreation & guidance		2,085.00
Salaries—Health service		3,556.63
Nursing School—Salary	\$ 495.00	
Expenses	55.00	550.00

Office expense:

Salaries	75.00	
Miscellaneous	70.67	145.67

Bellevue House (Nurses Residence)

Salaries and Wages	389.00	
Repairs, supplies, telephone & miscellaneous	1,013.60	1,402.60

Senior House

Salaries and wages	2,035.00	
Fuel	1,160.91	
Water	1,470.91	
Gas	12.68	
Electricity	2,337.56	
Insurance	519.56	
Telephone	66.25	
Repairs and supplies	1,555.74	
Taxes	4,578.28	13,736.89

Pension	550.00
Fee for national accreditation survey	235.00
Scholarships	1,000.00
Graduation	148.16
Graduation prizes	100.00
Graduation prizes — Mrs. William Preston Griffin Fund	50.00
Convention expense	100.00
Auditing	100.00
Custodian fees and commission in connection with securities	168.62
Printing annual report	321.50
Library	80.00
Mills School	25.54
Miscellaneous	36.00
Total Expenses	26,756.61
Other Disbursements	
Salaries advanced for account of Educational and Recreational Fund	4,916.07
Accrued interest paid on securities purchased	24.38
Total Other Disbursements..	4,940.45

Total Disbursements	31,697.06
Balance June 30, 1941	
In bank	5,135.62
Petty cash funds	400.00
	\$ 5,535.62
	\$37,232.68

Total \$37,232.68

*Arrears of interest \$374.37 on Bond and Mortgage
909 East 173rd St., N. Y. C. due June 1941.

Audited by
FREDERICK FISCHER, JR.
Member of the American Institute of Accountants.

Respectfully submitted,
MRS. GEORGE S. FRANKLIN,
Treasurer.

MRS. GEORGE S. FRANKLIN, *Treasurer*
Bellevue Training School for Nurses, Inc.
26th Street and First Avenue
New York, N. Y.

Dear Madam :

Pursuant to engagement I have made an examination of the recorded cash receipts and disbursements of the general fund checking account of the

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
for the year ended June 30, 1941 and present herewith the following statement :

*Statement of Cash Receipts and Disbursements of the
General Fund Checking Account for the Year Ended
June 30, 1941.*

In connection with the foregoing I examined or tested accounting records and other supporting evidence including confirmation of cash by inspection or certificate obtained from the depository. All recorded cash receipts were deposited in bank and all expenditures were supported by signed vouchers.

In my opinion based upon such an examination the accompanying statement sets forth the recorded cash receipts and disbursements of the general fund for the year ended June 30, 1941.

Very truly yours,

FREDERICK FISCHER, JR.,
Certified Public Accountant.

New York, N. Y.
August 27th, 1941.

MRS. GEORGE S. FRANKLIN, *Treasurer.*
 Bellevue Training School for Nurses, Inc.
 26th Street and First Avenue
 New York, N. Y.

Dear Madam :

Pursuant to engagement I have made an examination of the recorded cash receipts and disbursements pertaining to principal of the

GENERAL FUND AND MRS. WILLIAM PRESTON GRIFFIN FUND OF
 THE BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

EDITH NORTHCOTE FUND OF THE
 BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

also the recorded cash receipts and disbursements pertaining to income and principal of the security accounts of the

MARY DEWITT CUYLER FUND OF THE BELLEVUE TRAINING
 SCHOOL FOR NURSES, INC.

for the period from January 1, 1940 to June 30, 1941 and present herewith the following five exhibits :

Exhibit "A"—Statement of Cash Receipts and Disbursements as to Principal of the General Fund and Mrs. William Preston Griffin Fund for the period from January 1, 1940 to June 30, 1941.

Exhibit "B"—Statement of Cash Receipts and Disbursements of the Mary DeWitt Cuyler Fund for the period from January 1, 1940 to June 30, 1941.

Exhibit "C"—Securities of the General Fund, Mrs. William Preston Griffin Fund and Mary DeWitt Cuyler Fund, June 30, 1941.

Exhibit "D"—Statement of Cash Receipts and Disbursements as to principal of the Edith Northcote Fund for the period from January 1, 1940 to June 30, 1941.

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
EXHIBIT A

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS AS TO
PRINCIPAL OF THE GENERAL FUND AND MRS. WILLIAM PRESTON
GRIFFIN FUND FOR THE PERIOD FROM JANUARY 1, 1940 TO
JUNE 30, 1941

GENERAL FUND

Principal Balance December 31, 1939....	\$2,195.45
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RECEIPTS

Received with \$2,100.00 N. Y. City Corporate Stock due 1980 under plan of unification, in exchange for \$3,000.00 par value bonds of the Kings County Elevated R. R. Co. 4% due 1949	\$ 750.00	
Redeemed — \$3,000.00 Tide Water Associated Oil Co. 3½% 1952, bonds	3,150.00	3,900.00
		\$6,095.45

DISBURSEMENTS

Bought—25 shares Northern States Power Co. \$5 Pfd., stock.....	2,815.85	
\$3,000.00 Consumers Power Co. 3¼% 1966, bonds	3,243.75	6,059.60

Principal Balance June 30, 1941.....	<u>\$ 35.85</u>
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MRS. WILLIAM PRESTON GRIFFIN FUND

Principal Balance December 31, 1939....	None
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RECEIPTS

Received with \$800.00 New York City Corporate stock due 1980 on \$1,000.00 par value bond of the Interborough Rapid Transit Co. 5% due 1966 deposited under plan of unification		25.00
		\$25.00

DISBURSEMENTS

None	—
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Principal Balance June 30, 1941.....	<u>\$ 25.00</u>
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BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
EXHIBIT B

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS OF THE
MARY DEWITT CUYLER FUND FOR THE PERIOD FROM
JANUARY 1, 1940 TO JUNE 30, 1941

INCOME

Balance December 31, 1939 \$ 372.97

RECEIPTS

Income from securities 1,111.53*
\$1,484.50

DISBURSEMENTS

Remittances to Alumni Association of Bellevue
Training School for Nurses, Inc..... 1,106.49

Balance June 30, 1941..... \$ 378.01

*Payment defaulted on coupons payable during the period
on \$300.00 Chicago, Milwaukee, St. Paul & Pacific Ry.
Co. 5/1975 bonds.

PRINCIPAL

Balance December 31, 1939..... \$2,100.40

RECEIPTS

None —
\$2,100.40

DISBURSEMENTS

Bought—18 shares Northern States Power Co.
(Minn.) \$5 Pfd. 2,020.50

Balance June 30, 1941 \$ 79.90

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
EXHIBIT C

SECURITIES OF THE GENERAL FUND, MRS. WILLIAM PRESTON
GRIFFIN FUND AND MARY DEWITT CUYLER FUND, JUNE 30, 1941

GENERAL FUND

Bond and Mortgage

\$28,000.00	Bond and Mortgage of the Trask Building Co., 909 E. 173rd Street, New York City, due 6/3, 1932 Interest 5½ %—at book value	\$28,000.00
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		Approximate Market Value June 30, 1941
Stocks and Bonds		
25 shares	Chesapeake & Ohio Ry. Co. Pfd. "A"	\$ 2,350.00
58 shares	New York, Lackawanna & Western Ry. Co. 5% Gtd.	3,161.00
25 shares	Northern States Power Co.—Minn.—Cumulative Pfd. \$5. series	2,800.00
\$ 3,000.00	Brooklyn Edison Co., Inc. Cons. Mtge. Ser. of 1936 3¼ % due May 15, 1966	3,300.00
3,000.00	Central Pacific Ry. Co. 1st refund Mtge. Fully Gtd. 4% due Aug. 1, 1949	2,205.00
3,000.00	Chicago, Burlington & Quincy R.R. Co. General Mtge. 4% due Mar. 1, 1958..	2,475.00
2,000.00	Chicago, St. Louis & New Orleans R.R. Co. Interest Gtd. 5% due June 15, 1951 Reg.	1,540.00
4,000.00	Consolidated Edison Co. of New York, Inc. 20 Yrs. Deb. 3½ % due Jan. 1, 1958.	4,350.00
10,000.00	Consumers Power Co. 1st Mtge. 3¼ % due Nov. 1, 1966.	10,850.00
3,000.00	Great Northern Ry. Co. Genl. Mtge. "I" 3¼ % due Jan. 1, 1967.	2,475.00
3,000.00	Kansas City Terminal Railway Co. 1st Mtge Fully Gtd. 4% due January 1, 1960	3,255.00
5,000.00	Monongahela West Penn Public Service Co. 1st Mtge. 4½ % due Oct. 1, 1960	5,562.50
2,000.00	New York, Chicago & St. Louis R.R. Co. Ref. Mtge. "C" 4½ % due Sept. 1, 1978	1,210.00
2,100.00	New York, N. Y. (City of) Corporate Stock for Transit Unification 3% due June 1, 1980.	2,186.62

Market Value
June 30, 1941
Approximate

Stocks and Bonds

3,000.00	New York Edison Co., Inc. 1st Lien & Ref. Mtge. "D" 3¼% due Oct. 1, 1965	3,270.00
5,000.00	Ohio Edison Co. 1st Mtge. Ser. of 1935 4% due Nov. 1, 1965.....	5,387.50
1,000.00	Twelve Federal Land Banks Cons. Federal Farm Loan 3¼% due May 1, 1955	1,092.50
800.00	United States of America Treasury Bond 3¼% due Oct. 15, 1945.....	850.32
Total Approximate Market Value June 30, 1941		<u>\$58,320.44</u>

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

SECURITIES OF THE GENERAL FUND, MRS. WILLIAM PRESTON
GRIFFIN FUND AND MARY DEWITT CUYLER FUND, JUNE 30, 1941

EXHIBIT C

MRS. WILLIAM PRESTON GRIFFIN FUND

Bonds		Approximate Market Value June 30, 1941
\$800.00	New York, N. Y. (City of) Corporate Stock for Transit Unification 3% due June 1, 1980	\$ 833.00
Total Approximate Market value June 30, 1941		<u>\$ 833.00</u>

MARY DEWITT CUYLER FUND

Stocks and Bonds

18 shares	Northern States Power Co.—Minn.—Cumulative Pfd. \$5. series.....	\$ 2,016.00
\$ 300.00	Chicago, Milwaukee, St. Paul & Pacific R.R. Co. 50 Year Mtge. "A" 5% due Feb. 1, 1975.....	307.50
5,000.00	Chicago, St. Louis & New Orleans R.R. Co. Interest Gtd. 5% due June 15, 1951	3,850.00
11,500.00	New York, N. Y. (City of) Corp. Stock Construction of Rapid Transit R.R. 3½% due Nov. 1, 1951 Reg....	12,477.50
400.00	United States of America Treasury Bond 3⅜% due June 15, 1947.....	427.60
Total Approximate Market value June 30, 1941		<u>\$19,078.60</u>

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

EXHIBIT D

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS AS TO PRINCIPAL OF THE EDITH NORTHCOTE FUND FOR THE PERIOD FROM JANUARY 1, 1940 TO JUNE 30, 1941

Balance December 31, 1939 \$ 46.24

RECEIPTS

Redeemed \$2,000. Bethlehem Steel Corp.	
4¼ % due 1960 Bonds	2,100.00
	\$ 2,146.24

DISBURSEMENTS

Bought \$2,000. Ohio Public Service Co. 4% due	
1967 Bonds	2,141.25
Balance June 30, 1941	<u><u>\$ 4.99</u></u>

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

EXHIBIT E

SECURITIES OF THE EDITH NORTHCOTE FUND JUNE 30, 1941

		Approximate Market Value June 30, 1941
Bonds		
\$6,000.00	Baltimore & Ohio R.R. Co. Toledo-Cincinnati Div. 1st Lien & Ref. Mtge. "A" 4% due July 1, 1959.....	\$ 3,000.00
300.00	Chicago, Milwaukee, St. Paul & Pacific R.R. Co. 50 Yr. Mtge. "A" 5% due February 1, 1975.....	30.75
6,000.00	Cleveland, Cincinnati, Chicago, & St. Louis Railway Co. Ref. & Imp. Mtge. "E" 4½% due July 1, 1977.....	3,330.00
5,000.00	Columbia Gas & Electric Corp. 25 Yr. Debenture 5% due May 1, 1952.....	5,162.50
5,000.00	Commonwealth Edison Co. 1st Mtge. Series "I" 3½% due June 1, 1968...	5,493.75
500.00	New York, N. Y. (City of) Corporate Stock 3½% due November 1, 1954 Reg.	557.50
1,000.00	New York, N. Y. (City of) Corporate Stock Water Supply 4½% due March 1, 1963	1,267.50
2,000.00	Ohio Public Service Co. 1st Mtge. 4% due August 1, 1962.....	2,210.00
6,000.00	Philadelphia Company Secured Series "A" 5% due December 1, 1967.....	6,343.12
6,000.00	St. Louis, San Francisco Railway Co. Prior Lien Mtge. "A" 4% due July 1, 1950	810.00
6,000.00	United Drug Co. 25 Yr. 5% due March 15, 1953	5,272.50
600.00	United States of America Treasury Bonds 3¼% due October 15, 1945..	637.74
Total Approximate Market Value June 30, 1941		<u><u>\$34,115.36</u></u>

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

Exhibit "E"—Securities of the Edith Northcote Fund, June 30, 1941.

The par value and description of the securities shown on Exhibit "C" and "E" attached hereto are set forth as shown by lists obtained from the custodians.

In connection with the cash receipts and disbursements I examined the monthly bank statements and also confirmed the balances of cash in bank at the close of the period by certificate obtained from the depository.

In my opinion based upon such an examination the attached five exhibits set forth the investment securities of the funds at June 30, 1941, the recorded cash receipts and disbursements as to principal of the General Fund, the Mrs. William Preston Griffin Fund and the Edith Northcote Fund, and the cash receipts and disbursements as to principal and income of the security accounts of the Mary DeWitt Cuyler Fund for the period from January 1, 1940 to June 30, 1941 as recorded on the monthly statements of the custodian accounts of the Bank of New York.

Yours very truly,

FREDERICK FISCHER, JR.

Certified Public Accountant.

New York, N. Y.
September 2, 1941.

REPORT OF THE ALUMNAE ASSOCIATION OF THE BELLEVUE TRAINING SCHOOL FOR NURSES, 1940-1941

The Board of Directors and the Alumnae held regular monthly meetings from September 1940 to May 1941 inclusive.

The Program Committee continued to make the meetings most interesting from the social as well as the educational standpoint. They deserve commendation for their faithful efforts.

Four Bingo Parties and two Formal Dances contributed materially to the General Fund. Proceeds of one Bingo Party were donated for the new wing of single rooms at Nurses' House.

The Annual Tea to the Graduating Class was a delightful success. The beautiful flowers used for table decorations were given to the sick members in the hospital and Nurses' Infirmary.

The proceeds of the Rummage Sale added to the Emergency Fund of the Registry Committee.

A Tea was given in honor of Miss Beatrice M. Bamber on her retirement from active service as Assistant Administrator at Grasslands Hospital located at Valhalla, New York.

Through the generosity of one of our members who prefers to remain "Anonymous," gifts of \$1,500 each to the Pension Fund and Sick Fund were gratefully received.

Annual Christmas remembrances included 32 Alumnae Members and Bellevue Graduates.

Our Annual Tribute to Jane A. Delano, in the form of a Memorial Day wreath, was placed on her grave at Arlington.

The Alumnae is most grateful to Miss Blanche E. Edwards for her many contributions to the Association; one of which was the editing of three excellent Bellevue Alumnae Bulletins.

I feel that this Report would be incomplete without a word of sincere commendation for Miss Olive Eroh, Treasurer. Her invaluable assistance and untiring effort in behalf of the Bellevue Alumnae Association deserve special mention.

Statistics concerning our membership and disbursement of Benevolent Funds are as follows:

MEMBERSHIP

Resident Members	432
Non-Resident Members	201
Associate Members	231
Life Members	9
Honorary Members	2
Charter Member—Lavinia L. Dock.....	1

Total Membership 876

New Members	81
Reinstatements	39
Deaths	7

PENSION FUND MEMBERS

Receiving Members	89
New Receiving Members	0
Deceased Members	1
Newly Joined Members	6
Total Income per Member.....	\$35.40
Total Income Paid to 89 Members.....	\$3,150.60

BENEVOLENT FUNDS

- 28 members received nursing care.
- 16 members were granted Sick Fund.
- 3 members were granted loans. Two were refunded in full.
- 32 members and Bellevue Graduates were included on the list of Christmas Remembrances.
- 11 members and Bellevue Graduates received gifts of cash, food, clothing, and transportation for continued medical care.

The Annual \$50 contribution to Nurses' House was granted.

The Carrie J. Brink Memorial Library benefited by amount of \$346.90

AMOUNTS DISBURSED FROM BENEVOLENT FUNDS

Sick Fund	\$ 542.00
Jane A. Delano Fund	456.42
Alice Keteltas Fund	473.33
Mary De Witt Cuyler Fund	710.00
Benevolent expenditures for the year from the various funds totaled	\$2,452.85

Respectfully submitted,

ELSIE PALMER, *President*
Alumnae Association of the Bellevue Training
School for Nurses, May 15, 1941

REGISTRY REPORT

1941

May 1, 1940 to April 30, 1941

Number of calls received.....	4,376
Physicians' calls	388
Hourly calls	15

Department of Hospital Calls

Bellevue	1,870
City	97
Metropolitan	139
Fordham	494
Gouverneur	159
Morrisania	720
Willard Parker	51
Welfare Island	63
Greenpoint	185
Queens General	339
Queensboro	56

Private Hospital Calls

Ruptured and Crippled	23
Tonsil	2
Post-Graduate	3
Flower-Fifth Avenue	1
Calls filled	4,123
Calls canceled	182
Calls unfilled	65

Calls filled by:

Bellevue Nurses	1,463
City Hospital Nurses	421
Metropolitan Hospital Nurses	183

Other Registries

Nursing Service Bureau	1,663
Laurelton Registry	295
Central Nursing Bureau	41
Manhattan and Bronx	10
Bellevue Men's Registry.....	18
Sullivan's	3
Benson's	3
Paradise	4
Yale	1
Triboro	17

Positions

Positions filled	12
Clyde-Mallory Line	1
Office	1
Camp	1
Federal Bureau of Investigation...	1

This report is evidence of the need of more young Bellevue Graduates as Registrants.

GRACE SMALL,
M. J. DUFFY,
Registrars

JAQUES & CO., INC.
New York

The New York Academy of Medicine

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